

## **Minutes of the Meeting**

**23<sup>rd</sup> June 2012**

The meeting was held on 23<sup>rd</sup> June 2012 at 12:30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

The agenda of the meeting is –

- 1) Curriculum
- 2) Proposal for 7 days workshop to be sent to UGC by Department of Commerce & Home Economics.

The meeting was organized by the convener of IQAAC members and attended by all the members.

It was presided by the Principal. The Convener proposed for the issue of Academic Planning for the year 2012-2013. Discussion was facilitated and measures were planned to improve the academic result of the college. The proposal for 7 days workshop to be sent to UGC by Dept. of Commerce and Home Economics was passed to be sent.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 23<sup>rd</sup> June 2012 at 12.30 p.m.

The agenda of the meeting is –

- 3) Curriculum
- 4) Proposal for 7 days workshop to be sent to UGC by Department of Commerce & Home Economics.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Minutes of the Meeting**

### **29<sup>th</sup> September 2012**

The meeting was held on 29<sup>th</sup> September 2012 at 12:30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

The agenda of the meeting is –

- 1) Discussion of the previous meeting.
- 2) Acton taken
- 3) Proposal for Conference / Workshop / Seminar to be sent by all departments.
- 4) Acceptance of Proposals.

The meeting was organized by the Convener of IQAC members and attended by all the members.

The Principal presided as the Chairperson. The Convener proposed for the issue of the action taken for results of the university.

It was discussed and decided to send the conferences and workshops by all the departments & discussion on acceptance of Proposals was held.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 29<sup>th</sup> September 2012 at 12.30 p.m.

The agenda of the meeting is –

- 1) Discussion of the previous meeting.
- 2) Acton taken
- 3) Proposal for Conference / Workshop / Seminar to be sent by all departments.
- 4) Acceptance of Proposals.

### **Convenor**

**Mrs. Parineeta Harkare**

#### **Members :**

Mrs. Indu Mamtani

Dr. Mugdha Deshpande

Dr. Chetna Pathak

Mr. Harish Chanchalani

### **Chairperson**

**Dr. Vandana Khushalani**

#### **1) Management Representatives**

i) Shri Chetram Lalwani

Secretary Arya Vidya Sabha

ii) Shri Ghanshyamdas Kukreja

Member, Arya Vidya Sabha

2) Shri Vicky Kukreja

Stakeholder and Community Representative

3) Dr. Ashok Motwani

External Expert

4) Ms Rinki Mulchandani, Alumni

5) Ms Ishwari Wadhvani, Alumni

6) Ms Kajal Thakur, Student

7) Ms Kavita Waghe, Student

## **Minutes of the Meeting**

**28<sup>th</sup> December 2012**

The meeting was held on 28<sup>th</sup> December 2012 at 12:30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

The agenda of the meeting is –

- 1) Proposal for seven days workshop to UGC to be sent by dept. of English.
- 2) Proposal for conference by Dept. of Commerce with computer application.
- 3) Personally Development Activities by various department.

It was presided by the Principal. The Convener proposed for the consent of the conference to be sent by the Dept. of English. The Commerce Department will also send proposal on information Technology. All the Head of the departments will hold activities for the personal development of the students and professor guardian will take care for the participation of the students. All the members were present at the meeting.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 28<sup>th</sup> December 2012 at 12:30 p.m.

The agenda of the meeting is –

- 1) Proposal for seven days workshop to UGC to be sent by dept. of English.
- 2) Proposal for conference by Dept. of Commerce with computer application.
- 3) Personally Development Activities by various department.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Minutes of the Meeting**

**24<sup>th</sup> March 2012**

The meeting was held on 24<sup>th</sup> March 2012 at 12:30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

The agenda of the meeting is –

- 1) Discussion on the remarks of the peer team.
- 2) Measures suggested by the principal and the convener.
- 3) Record to be submitted.

It was presided by the Principal as Chairperson. The Convener highlighted the remarks given by the peer team. Measures related to it were suggested and will be discuss of with to the higher authorities also. The records of the academic year submitted by the staff were put up before the Chairperson.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 24<sup>th</sup> March 2012 at 12:30 p.m.

The agenda of the meeting is –

- 1) Discussion on the remarks of the peer team.
- 2) Measures suggested by the principal and the convener.
- 3) Record to be submitted.

**Chairperson**

**Dr. Vandana Khushalani**

**Convener**

**Mrs. Parineeta Harkare**

**Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani



## **Minutes of the Meeting**

**29<sup>th</sup> June 2013**

The meeting was held on 29<sup>th</sup> June 2013 at 12:30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

The agenda of the meeting is –

- 1) Curriculum designing according to Academic calendar.
- 2) Calendar if IQAC activities formulation for the academic year.

The meeting was organized by IQAC members and attended by all the members.

The Principal presided as the Chairperson. The Convener proposed for the issue of Academic Planning for the year 2013-2014. Discussion was facilitated and measures were planned to improve the academic result of the college.

Firstly teaching learning and evaluation process should be reformed.

Secondly the resource material to be given to the students.

Thirdly the Remedial classes to be taken records to be maintained especially for English and Economics subject.

Discussion on the planning of acceptance of BCCA proposal was held.

The Convener proposed Vote of thanks. All the minutes were passed in the meeting by the Principal.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 29<sup>th</sup> June 2013 at 12:30 p.m.

The agenda of the meeting is –

- 1) Curriculum designing according to Academic calendar.
- 2) Calendar if IQAC activities formulation for the academic year.
- 3) Acceptance of BCCA proposal.

### **Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

### **Chairperson**

**Dr. Vandana Khushalani**

### **1)Management Representatives**

- i) Shri Chetram Lalwani  
Secretary Arya Vidya Sabha
- ii) Shri Ghanshyamdas Kukreja  
Member, Arya Vidya Sabha
- 2) Shri Vicky Kukreja  
Stakeholder and Community Representative
- 3) Dr. Ashok Motwani  
External Expert
- 4)Ms Rinki Mulchandani, Alumni
- 5)Ms Ishwari Wadhvani, Alumni
- 6)Ms Kajal Thakur, Student
- 7)Ms Kavita Waghe, Student

## **Minutes of the Meeting**

### **07<sup>th</sup> September 2013**

The meeting was held on 07<sup>th</sup> September 2013 at 12:30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

The agenda of the meeting is –

- 1) Presentation of NAAC Report before IQAC members & discussion.
- 2) Admission Process
- 3) Literary books demand
- 4) Preparation of Execution plan of activities.

All the IQAC members were present at the meeting.

The Convener read the NAAC report before the IQAC members and the Questions were discussed by the members.

The cut off percentage was decided by the members. The principal passed the cut percentage as 40% for Arts faculty. The Head of every department were informed to enrich the library by purchasing books with the consent of the Principal.

The Convener proposed Vote of thanks. All the minutes were passed in the meeting by the Principal.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 07<sup>th</sup> September 2013 at 12:30 p.m.

The agenda of the meeting is –

- 1) Presentation of NAAC Report before IQAC members & discussion.
- 2) Admission Process
- 3) Literary books demand
- 4) Preparation of Execution plan of activities.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

**Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Minutes of the Meeting**

**07<sup>th</sup> December 2013**

The meeting was held on 07<sup>th</sup> December 2013 at 12:30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

The agenda of the meeting is –

1) Proposal to be planned for IQAC conference.

It was presided by Dr. Vandana Khushalani, the Principal as the chairperson. The Convener proposed the title for IQAC Conference.

Discussion was carried on possibilities on various other topics also.

Finally the motion was approved by the chairman.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 07<sup>th</sup> December 2013 at 12:30 p.m.

The agenda of the meeting is –

- 1) Proposal to be planned for IQAC conference.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Minutes of the Meeting**

**22<sup>nd</sup> March 2014**

The meeting was organized on 22<sup>nd</sup> March 2014 at 12:30 p.m. in the NAAC Cell.

It was presided by the Principal as the Chairperson. The Convener presented the Annual review of NAAC work. The members were asked to maintain the reports of the departments in the soft copy as well as hard copy of every year with proof documentation. The minutes of the meeting should be maintained in hard as well as soft copy was said by the convener.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 22<sup>nd</sup> March 2014 at 12:30 p.m.

The agenda of the meeting is –

- 1) Annual review of NAAC work.
- 2) IQAC work.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani



## **Minutes of the Meeting**

**28<sup>th</sup> June 2014**

The meeting was organized on 28<sup>th</sup> June 2014 at 12:30 p.m. in the NAAC Cell.

The Principal presided as the Chairperson. The Convener proposed the title for IQAC activities formulation for the academic year 2014-15 as well as designing of the curriculum of their respective subjects.

The Chairperson asked to prepare and send proposal for Grant in aid under UGC XII Plan to the IQAC Committee.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 28<sup>th</sup> June 2014 at 12:30 p.m.

The agenda of the meeting is –

- 1) Curriculum designing according to Academic calendar.
- 2) Calendar of IQAC activities formulation for the academic year.
- 3) Proposal for Grant in aid under UGC XII Plan.

### **Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

### **Chairperson**

**Dr. Vandana Khushalani**

### **1)Management Representatives**

- i) Shri Chetram Lalwani  
Secretary Arya Vidya Sabha
- ii) Shri Ghanshyamdas Kukreja  
Member, Arya Vidya Sabha
- 2) Shri Vicky Kukreja  
Stakeholder and Community Representative
- 3) Dr. Ashok Motwani  
External Expert
- 4) Ms Rinki Mulchandani, Alumni
- 5) Ms Ishwari Wadhvani, Alumni
- 6) Ms Tikeshwari Sahu, Student
- 7) Ms Vandana Mourya, Student

## **Minutes of the Meeting**

**27<sup>th</sup> September 2014**

The meeting was organized on 27<sup>th</sup> September 2014 at 12:30 p.m. in the NAAC Cell on the following agenda –

- 1) Awareness programme for college student by woman cell.
- 2) Industrial visit to be arranged by department of commerce.
- 3) Parents meet to be arranged.
- 4) Certificate course to be performed by Home-Economics department.
- 5) Filling of Scholarship & EBC forms.

It was presided by the Principal as the Chairperson. The Convener proposed for the various programme to be conducted by various departments for the upliftment of the economic condition of the students. The commerce department will arrange an industrial visit for student to get knowledge about manufacturing, processing & marketing of food products and readymade garments. An awareness programme on self – defence will be organized by women cell for the students.

A Parents meeting will be arranged to give information about different facilities provided to students and get suggestion from parents.

Principal Dr. Vandana Khushalani suggested that Home-Economics department will arrange certificate courses on food preservation tie-dye & weaving Professor Guardians of respective classes should guide students to fill up scholarship & EBC forms.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 27<sup>th</sup> September 2014 at 12:30 p.m.

The agenda of the meeting is –

- 1) Awareness programme for college student by woman cell.
- 2) Industrial visit to be arranged by department of commerce.
- 3) Parents meet to be arranged.
- 4) Certificate course to be performed by Home-Economics department.
- 5) Filling of Scholarship & EBC forms.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Minutes of the Meeting**

**13<sup>th</sup> December 2014**

The meeting was organized on 13<sup>th</sup> December 2014 at 12:30 p.m. in the NAAC Cell

It was presided by the Principal as the Chairperson. The Convener proposed for the agenda of the meeting as follows -

- 1) Parking Problem
- 2) Drinking Water
- 3) Washroom Problem
- 4) Smart Class rooms
- 5) Use of ICT

The problem of parking, drinking water was discussed. The parking for the students will be allotted which will be adjacent to the compound wall on the eastern and the northern wall. A cycle stand person will be appointed for taking care of the vehicles of the students. The cold storage water purifier is made available for the students on every floor. The wash room problem will be put before the Local Management Body.

The chairman informed that Smart Class room is available and is mandatory for every faculty member to conduct the classes regularly as per the time table of ICT room. Students seminar & personality development programme to be conducted through ICT.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 13<sup>th</sup> December 2014 at 12:30 p.m.

The agenda of the meeting is –

- 1) Parking Problem
- 2) Drinking Water
- 3) Washroom Problem
- 4) Smart Class rooms
- 5) Use of ICT

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

**Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Minutes of the Meeting**

**20<sup>th</sup> December 2014**

The meeting was organized on 20<sup>th</sup> December 2014 at 12:30 p.m. in the NAAC Cell

The agenda of the meeting as follows -

- 1) Overview of the 1<sup>st</sup> term result.
- 2) Self employment programme.
- 3) Inter collegiate competition programme.
- 4) Motivating students participation in curricular activities.
- 5) Maintenance & Cleanliness of Premises
- 6) Remedial & tutorial classes.

The Convener brought into notice the result of the First Term of all subjects and faculties. On this the Principal suggested to look into the attendance of the regular class as well as remedial and tutorial classes. It was discussed and was to be informed that the faculties should take care for the overall personality development of the students. The programme for self employment to be held. The students should be motivated to participate in inter-collegiate programme, in curricular activities, in keeping the premises clean and regularly attending the remedial and tutorial classes.

The convenor will inform the same in the faculties. All the members were present in the meeting.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 20<sup>th</sup> December 2014 at 12:30 p.m.

The agenda of the meeting as follows -

- 1) Overview of the 1<sup>st</sup> term result.
- 2) Self employment programme.
- 3) Inter collegiate competition programme.
- 4) Motivating students participation in curricular activities.
- 5) Maintenance & Cleanliness of Premises
- 6) Remedial & tutorial classes.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

**Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani



## **Minutes of the Meeting**

**30<sup>th</sup> July 2015**

The meeting was held on 30<sup>th</sup> July 2015 at 12:30 p.m. The principal presided as the chairperson. The convenor proposed the following agenda.

The agenda of the meeting is –

- 1) Plan of Action for the current year.
  - i) Academic Calendar
  - ii) Teaching Plan

In the meeting discussion about Academic Calendar for the first session which is from 15<sup>th</sup> June to 8<sup>th</sup> Nov. 2015. During this period teaching faculties have to complete nearly 75% to 80% of the syllabus. But the first term course will cover only 50% and it will be conducted in the last week of October 2015.

In the month of December remaining 20% will be completed and revision to be taken in the month of January. In the second week of February second term to be conducted.

Remedial and incentive classes to be conducted for the improvement of the results.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **Minutes of the Meeting**

### **29<sup>th</sup> September 2015**

Minutes of the meeting – 29<sup>th</sup> Sept. 2015 to 29<sup>th</sup> Sept. 2015 at 12:30 p.m. with the management. The Principal presided as the chairperson. The convenor proposed the following agenda.

- 1) Teaching innovations
- 2) Resource material
- 3) Remedial Teaching

## **Minutes of the Meeting**

**26<sup>th</sup> December 2015**

The meeting was held on 26<sup>th</sup> Dec. 2015 at 12.30 p.m. The Principal presided as the Chair person. The Convener proposed the following agenda –

- 1) Proposal for Conference and Seminar subject wise.
- 2) Result discussion of the First term.
- 3) Examination Reforms.

In the meeting it was discussed that every department has to send proposals for conferences and seminars.

The remaining twenty percent courses to be completed and revision to be taken in the month of January. IInd term to be conducted in the second week of February. Result oriented techniques to be adopted Remedial and Incentive classes to be conducted for upbringing the results of the college. Parent Meeting to be called for the benefit of the students.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 26<sup>th</sup> December 2015 at 12.30 p.m.

The agenda of the meeting is –

- 1) Proposals for Conference & Seminar subjectwise.
- 2) Result discussion of the first term.
- 3) Examination reform.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

**Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 17<sup>th</sup> December 2016 at 12.30 p.m.

The agenda of the meeting is –

- 1) Renovation of infrastructure i.e Basic primary needs.
- 2) Progress about SSR Report.
- 3) NAAC Sponsored Seminar Proposal.
- 4) Self employment programme – Skill development Programme under Pradhan Mantri Yojna.
- 5) Formation of Committee for prevention of sexual harassment.

**Convenor**

**Chairperson**

**Mrs. Parineeta Harkare**

**Dr. Vandana Khushalani**

**Members :**

**1)Management Representatives**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

- i) Shri Ghanshyamdas Kukreja  
Member, Arya Vidya Sabha
- ii) Shri Ashok Kriplani  
Vice President, Arya Vidya Sabha
- 2) Shri Vicky Kukreja  
Stakeholder and Community Representative
- 3) Dr. Urmila Dabir  
External Expert
- 4)Ms Simran Gyanchandani, Alumni
- 5)Ms Meera Jharani, Alumni
- 6)Ms Samruddhi Budhe, Student
- 7)Ms Shashi Vishwakarma, Student

In the meeting it was discussed that every faculty department has to arrange one lecture per week in the seminar room using ICT. Future it was decided to acknowledge with recent developments students submission of the assignments and EVS projects. Our every unit minimum two Resource Material should be provided to the students. Remedial Teaching for weak students at least twice a month to be taken.

**Agenda :**

- 1) Proposals for conference & Seminar subjectwise.
- 2) Result discussion of the first term.
- 3) Examination reform.

## **Minutes of the Meeting**

### **17<sup>th</sup> December 2016**

The meeting was held on 17<sup>th</sup> December 2016 at 12:30 p.m. The principal presided as the chairperson. The convener proposed the following agenda.

The agenda of the meeting is –

- 1) Renovation of infrastructure i.e Basic primary needs.
- 2) Progress about SSR Report.
- 3) NAAC Sponsored Seminar Proposal.
- 4) Self employment programme – Skill development Programme under Pradhan Mantri Yojna.

In the meeting it was discussed that there is the need for renovation of the washroom & library, The convenor was asked to complete the SSR NAAC proposal to be submitted to the principal.

Self Employment programme to be conducted by Career Programme Incharge.

All the minutes were passed by the Principal in the meeting in presence of all the members.

## **Minutes of the Meeting**

**30.07.2016**

The meeting was held on 30<sup>th</sup> July 2015 at 12:30 p.m. The principal presided as the chairperson. The convenor proposed the following agenda.

- 1) Academic Calendar
- 2) Teaching Plan

In the meeting it was decided that every faculty member will be submitted their semester wise as well as monthly plans to be submitted to their respective heads.

Academic Calendar to be planed according to the new syllabus and the semester pattern. The internal marks to be given looking at the benefit of the college discipline and ultimately for the students progress. Progression of the students must not be ignored.

All the minutes were passed by the Principal in the meeting in presence of all the members.



## **Minutes of the Meeting**

### **23<sup>rd</sup> September 2016**

The meeting was held on 23<sup>rd</sup> September 2016 at 12:30 p.m. The principal presided as the chairperson. The convener proposed the following agenda.

- 1) Information to the students regarding Semester Pattern.
- 2) Allocation of Internal marks
- 3) Steps to be taken for improvement of the results / Results oriented teaching.
- 4) NAAC proposal in progress.
- 5) Online submission of the forms
- 6) Requirement of equipments for Winter 2016 University Exam – online question paper delivery.

In the meeting discussion was held regarding the information given to the students of first year.

The faculties were guided about the allocation of marks and disciplinary action will be taken up.

Every faculty has to take efforts to improve the teaching by making full use of ICT and be result oriented.

The convener was asked to send NAAC proposal at the earliest. The faculty was guided to submit online forms by the respective professor guardians.

The demand was put forward for requirement of equipments for Winter 2016 University Exam – online question paper delivery.

All the minutes were passed by the Principal in the meeting in presence of all the members.

## **Notice**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 30/07/2016 at 12.30 p.m.

The agenda of the meeting is –

- 2) Plan of Action for the current year.
  - i) Academic Calendar
  - ii) Teaching Plan

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

**Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Notice**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 23<sup>th</sup> Sep. 2016 at 12.30 p.m.

The agenda of the meeting is –

- 1) Information to the students regarding Semester Pattern.
- 2) Allocation of Internal Marks.
- 3) Steps to be taken for improvement of the results / Result oriented teaching.
- 4) NAAC proposal in progress.
- 5) Online submission of the forms.
- 6) Requirement of Equipments for Winter 2016 University Exam – online question paper delivery.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

### **Members :**

- 1) Mrs. Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani

## **Minutes of the Meeting**

**28<sup>th</sup> March 2016**

The meeting was held on 28<sup>th</sup> March 2016 at 12.30 p.m. The principal presided as the chairperson. The Convener proposed the following agenda.

- 1) Submission of Report Department wise.
- 2) Admission Committee to be formed.
- 3) Plan of Action for next session (Academic Calendar) to be formed.

In the meeting it was discussed that every department has to submit the record in the hard and soft copy by 15<sup>th</sup> April 2016.

The faculties were asked to adopt ICT innovative methods in teaching. The required facilities will be provided by the Incharges. Students Seminar and PPT, Presentations will be mandatory.

Admission Committee member were appointed for the faculty of Arts and Commerce.

Academic Calendar is prepared before the commencement of the new session.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 28<sup>th</sup> March 2016 at 12.30 p.m.

The agenda of the meeting is –

- 1) Submission of Department wise report.
- 2) Organization of Admission committee.
- 3) Preparation of Plan of Action.
- 4) Renovation of Office & Principal's Chamber.
- 5) Implementation of ICT innovation methods in teaching.

### **Convenor**

### **Chairperson**

**Mrs. Parineeta Harkare**

**Dr. Vandana Khushalani**

### **Members :**

### **1) Management Representatives**

- 5) Mrs. Indu Mamtani
- 6) Dr. Mugdha Deshpande
- 7) Dr. Chetna Pathak
- 8) Mr. Harish Chanchalani

- i) Shri Ghanshyamdas Kukreja  
Member, Arya Vidya Sabha
- ii) Shri Ashok Kriplani  
Vice President, Arya Vidya Sabha
- 2) Shri Vicky Kukreja  
Stakeholder and Community Representative
- 3) Dr. Urmila Dabir  
External Expert
- 4) Ms Simran Gyanchandani, Alumni
- 5) Ms Meera Jharani, Alumni
- 6) Ms Samruddhi Budhe, Student
- 7) Ms Shashi Vishwakarma, Student

## **Minutes of the Meeting**

**25<sup>th</sup> March 2017**

The meeting was held on 25<sup>th</sup> March 2017 at 12:30 p.m. The principal presided as the chairperson. The convenor proposed the following agenda.

The agenda of the meeting is –

- 1) Formation of Admission Committee.
- 2) Submission of Dept. Reports.
- 3) Plan of action for next session.
- 4) Upgradation of the Institutions.

In the meeting it was decided in the presence of the secretary that Mrs. Harkare and Dr. Deshpande will be the Incharges of Admission Committee for Arts & Commerce respectively.

The convenor was asked to collect the reports of all the departments.

Plan of Action to be prepared for the year 2017-18 according to Semester Pattern and Annual Pattern suggestions to be asked to every faculty member for the upgradation of the Institution.

All the minutes were passed by the Principal in the meeting, in presence of all the members.

## **NOTICE**

All the IQAC members are hereby informed to attend the meeting in the Principal's chamber on 25<sup>th</sup> March 2017 at 12.30 p.m.

The agenda of the meeting is –

- 1) Formation of Admission Committee.
- 2) Submission of Dept. Reports.
- 3) Plan of action for next session.
- 4) Upgradation of the Institutions.

**Chairperson**

**Dr. Vandana Khushalani**

**Convenor**

**Mrs. Parineeta Harkare**

**Members :**

- 1) Indu Mamtani
- 2) Dr. Mugdha Deshpande
- 3) Dr. Chetna Pathak
- 4) Mr. Harish Chanchalani