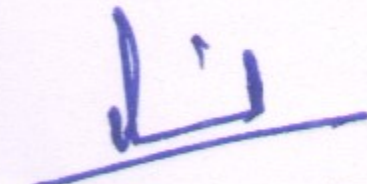Date 5-06-2019

NOTICE OF MEETING

This is to inform all the members of IQAC Committee that the first IQAC meeting for the academic year 2019-2020 has been scheduled on June 15th , 2019 at 11:30 am in the IQAC room. We kindly request all members to make arrangements to attend the meeting at their earliest convenience.

The meeting agenda will cover the following topics:

1. Organization of workshops /Seminars to empower faculty and students

2. Structured initiation of Remedial Coaching as a recommended practice for the 2019-20 sessions.

3. Enrolment of students in various co-curricular departments, including NSS, DLLE, Sports, and others.

4. Any other relevant matters that require discussion.

IQAC Coordinator

Prof. Shailesh Arondekar

I/C Principal

Mrs. Ritu Shriti

IQAC Coordinator
BHAVNA TRUST JUNIOR
& DEGREE COLLEGE OF
COMMERCE AND SCIENCE

I/C PRINCIPAL
BHAVNA TRUST JUNIOR &
DEGREE COLLEGE OF
COMMERCE AND SCIENCE

Minutes of the IQAC Meeting (2019-20)

The meeting of the IQAC was held on 15th June, 2019, Saturday in the IQAC room at 11:30 am.

The Following Members were present:

S.No	Name	Designation
1.	Mrs.Ritu Sharma	I/C Principal, Chairperson of IQAC
2.	Mr Sandeep Gaikwad	Senior Administrative Officer
2.	Asst.Prof.Alok Kumar Singh	Coordinator B.Sc.(CS),Member
3.	Asst.Prof.Rupali Sinkar	Coordinator B.Com. ,Member
4.	Asst. Prof. Roopa R.Kulkarni	Coordinator B.Sc.(IT),Member
5.	Asst. Prof. Pratiksha P.Pawar	Coordinator BMS,Member
6.	Shri Jayantilal Chhadva	Management Representative
7.	Shri Premji Nisar	Industrialist
8.	Asst.Prof. Shailesh Arondekar	IQAC Coordinator

Agenda:

1. Confirmation of Minutes of last IQAC meeting.
2. Action Taken Report
3. Organization of workshops /Seminars to empower faculty and students
4. Structured initiation of Remedial Coaching as a recommended practice for the 2019-20 sessions.
5. Enrolment of students in various co-curricular departments, including NSS, DLLE, Sports, and others.
6. Any other relevant matters that require discussion.

The IQAC coordinator Asst.Prof. Shailesh Arondekar welcomed everyone .

Agenda 1 :

IQAC Coordinator read the minutes of last meeting and confirmed with members.

Agenda 2:

Action Taken Report for A.Y 2018-2019 was read and discussed.

Agenda 3 .

The committee suggested to conduct various Workshop /seminars/certificate Courses:

- Two Certificate courses per year for Commerce and management students

- Two Certificate courses per year for IT/CS students

- One Seminars /workshop in a month

- One FDP per year

Agenda 4.

Remedial Coaching:

- The committee emphasized the need to start Remedial Coaching in a structured manner

- It was advised remedial lectures for ATKT students before ATKT Examination

Agenda 5:

Enrollment in Co-curricular Departments:

- It was resolved to plan for the enrollment of students in NSS, DLLE, Sports, and other relevant co-curricular departments.

Agenda 6:

Other Matters:

During the meeting, several resolutions and decisions were made regarding various aspects of the academic calendar and events at the college. Here is a summary of the resolutions:

1. Orientation Program:The committee decided to organize an orientation program for newcomers to acquaint them with the coordinators, faculty members, and college rules and regulations.

2. Adherence to Decisions: It was resolved that everyone should adhere to the decisions already taken regarding the observance of national and international days/events as per the academic calendar.

3. Log Book Preparation: All faculties were instructed to prepare a log book and obtain the signature of the Principal once a week.

4. Curricular & Co-curricular Activities: Each department was tasked with conducting curricular and co-curricular activities for the students.

5. College Magazine Launch: A resolution was passed to launch the college magazine .

6. Tree Plantation Drive: The NSS Unit, with the assistance of all departments, was assigned the responsibility of conducting a Tree Plantation drive.

7. International Yoga Day: It was discussed and resolved to organize a Yoga event on International Yoga Day.

8. Important Dates: It was decided to celebrate the 72nd Independence Day on August 15, 2019, Teachers' Day on September 5, 2019,Republic day 26th January 2020.

The IQAC (Internal Quality Assurance Cell) coordinator concluded the meeting by expressing gratitude to the management and all members present.

S.No	Name	Designation	Signature
1.	Asst.Prof.Ritu Sharma	I/C Principal, Chairperson of IQAC	
2.	Mr Sandeep Gaikwad	Senior Administrative Officer	
2.	Asst.Prof.Alok Kumar Singh	Coordinator B.Sc.(CS),Member	
3.	Asst.Prof.Rupali Sinkar	Coordinator B.Com. M.Com.,Member	
4.	Asst. Prof. Roopa R.Kulkarni	Coordinator B.Sc.(IT),Member	
5.	Asst. Prof. Pratiksha P.Pawar	Coordinator BMS,Member	
6.	Shri Jayantilal Chhadva	Management Representative	
7.	Shri Premji Nisar	Industrialist	
8.	Miss Manali Pawar	Alumni	AB
9.	Mr. Suraj Yadav	Student	AB
10.	Dr. Mrs. Pratima Singh	External Expert	AB
11.	Mrs. Shushma Kharat	Local Society Nominee	AB
12.	Asst.Prof.Shailesh Arondekar	IQAC Coordinator	

Prepared By/ Verified By

Asst. Prof. Shailesh Arondakar

IQAC   Coordinator

Approved By

Mrs. Ritu Sharma
I/C PRINCIPAL
I/C Principal
BHAVNA TRUST JUNIOR &

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