

12/10/17.

The IQAC committee members meeting was held on 12<sup>th</sup> Oct 17 at 11-00 am for workshop preparation, in conference room.

The following members were present for the meeting,

Radhika Wadke

Vaishali Dawas. vdawas

Pitike Khumara PK

Huzefa Bhegat HB

Savita Desai SDesai

Sneh Chaitani Sneh X

Vijayshree Anand VAnand

Minutes of the meeting of the IQAC held on 12<sup>th</sup> October 2017 at 11.30 am in room no. 04.

1. This meeting was a convened to take stock of the progress of the API workshop and the talk of Father Frazer.
2. Each member updated the status of their work and informed the chair that all preparations were in place.
3. The IQAC coordinator asked the members to submit the count of participants who had registered. A total of 34 participants had registered till date.
4. The IQAC coordinator also informed that the talk by Father Frazer will be held at 10.00 am in room no. 5 on 14<sup>th</sup> October. She asked the members to ensure that all staff members (both teaching and non-teaching) were present for the event.
5. The members were asked the status of the Board of studies for various departments and courses. The IQAC coordinator instructed all members and HOD's to ensure that the Board of studies was formed and syllabus revision was done in accordance with the needs and requirements of the students of the college.
6. The meeting ended with a vote of thanks by the IQAC coordinator.