

## **MINUTES OF THE MEETING OF THE IQAC HELD ON SATURDAY, 11<sup>TH</sup> AUGUST, 2018**

The meeting of IQAC was held on 11<sup>th</sup> August, 2018 at 11:30 a.m. in the Conference Room.

The following members were present:

Dr. Parag Ajagaonkar, Principal

Mrs. Deepa Surve, Vice Principal

Mrs. Gomathi Venkat, Chief Coordinator of SFCs

Mrs. Sneh Choithani, IQAC Coordinator

Dr. Vijayshree Anand, Member

Dr. Muktha Manoj, Member

Dr. Kedar Bhide, Member

Dr. Ritika Khurana, Member

Dr. Ritu Vashisht, Member

Mrs. Vaishali Dawar, Special Invitee

Mrs. Savita Desai and Mrs. Radhika Wadke remained absent.

This was the first meeting of the IQAC for the academic year 2018-19 after Mrs. Sneh Choithani was selected as IQAC coordinator.

- The Principal congratulated Mrs. Sneh Choithani on taking charge as the new IQAC coordinator and welcomed the new members Dr. Muktha Manoj, Mrs. Savita Desai and Dr. Kedar Bhide.
- The Principal then informed the members that having completed the process of NAAC reaccreditation and as the College moves towards attaining Autonomy, there was a need to undertake new quality enhancement initiatives.
- The Principal proposed that the IQAC takes initiative in applying for:
  - i. NIRF ranking,
  - ii. status of College with Potential of Excellence (CPE),
  - iii. UGC block grants and
  - iv. Academic audit
- The Principal distributed a handout on the guidelines for all the above initiatives to the members of the IQAC for further action.

- The IQAC coordinator informed the members that the AQAR for the last academic year (2017-18) had to be prepared as a priority since it needs to be uploaded on the institutional website by September, 2018 as per NAAC guidelines.
- The Principal informed the members that the NAAC had revised the format for the AQAR with effect from July, 2018 and the submission of AQAR would now be online. However, the report may be submitted in the old format upto December, 2018.
- The IQAC coordinator then created teams to distribute all the tasks as stated below:
  - i. Preparation of AQAR in the old format: Dr. Ritika Khurana & Dr. Ritu Vashisht
  - ii. Preparation of proposal for CPE: Mrs. Gomathi Venkat, Mrs. Deepa Surve & Mrs. Sneha Choithani. Last date of submission of proposal was 25<sup>th</sup> August, 2018.
  - iii. Preparation of proposal for UGC Block grants: Mrs. Radhika Wadke, Mrs. Savita Desai, Dr. Kedar Bhide, Dr. Shivesh Shukla and Mrs. Vaishali Dawar
  - iv. Application for NIRF ranking: Dr. Vijayshree Anand, Dr. Muktha Manoj and Mr. Huzefa Bhagat.
- The meeting ended with a vote of thanks to the chair.