

**Minutes of the Internal Quality Assurance Cell (IQAC) held on Saturday, 29th April, 2017
at 11.30 p.m. at the Conference room of the College.**

Members present:-

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mrs. Sailaja. R.	Teaching Faculty
4. Mrs. Neeta Khanolkar	Teaching Faculty
5. Mrs. Kirti Nakhare	Teaching Faculty
6. Mr. P.Manoharan	Senior Clerk
7. Mrs. Jayashree Mhatre	Senior Clerk
8. Dr. S. R. Kamble	Member
9. Mr. Rakesh S Gupta	Member
10. Ms. Priya J Devadiya	Student Member
11. Mr. Shivkumar Singh	Student member (Alumni)

There being adequate quorum, the meeting commenced at 11.30 a.m.

1. Approval of Minutes of the earlier Meeting on 31st March 2016.

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Draft AQAR for 2015-16.

The Chairperson informed the members based on the revised guidelines, NAAC team of the college has prepared the AQAR in the revised format for the year 2015-2016. The main highlights of the Draft AQAR for the year 2015-2016 were presented by the Co-ordinator. The Members gave valuable suggestion on some of the points of the AQAR and the after discussion the Draft AQAR for the year 2015-2016 was approved for submission.

3. **Preparation of AQAR for 2016-2017.**

The Co-ordinator informed the preparation for the early completion of AQAR for the year 2016-2017 has been initiated.

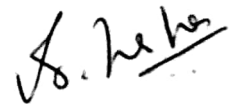
4. **Any other Matter**

The Members suggested the following for improvement of the college

- i) To focus on improving the employable skills of the students
- ii) To organise syllabus revision workshop & seminars.
- iii) To organise seminars for the students to acquaint them with career opportunities.

5. **Vote of Thanks**

The meeting concluded with Vote of Thanks to the Chair.



Chairperson