



**MARATHWADA MITRA MANDAL'S  
COLLEGE OF COMMERCE,  
PUNE -411004**

Minutes of the IQAC Meeting on 9<sup>th</sup> June 2015

Members Present

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	
2.	Prof. V. N. Wagh	IQAC Co-ordinator	
3.	Prof. Meenal Kabra	Teacher Representative	
4.	Prof. Gauri Jadhav	Teacher Representative	
5.	Dr. Mukti Bapna	Teacher Representative	
6.	Prof. S. M. Edke	Teacher Representative	
7.	Dr. Swapna Kolhatkar	Teacher Representative	
8.	Prof. Kalpana Vaidya	Teacher Representative	
9.	Mr. R. V. Kamthe	Senior Administrative Officer	
10.	Mrs. Savita Pujari	Senior Administrative Officer	
11.	Mr. Kedar Gonjari	Nominees of Student/Alumni	
12.	Mr. T. M. Satyanarayan	Nominees of Stakeholder	

**Agenda:**

1. Confirmation of Minutes of last IQAC meeting.
2. Proposed for signing Memorandum of understanding with Common Wealth Vocational University.
3. Proposal to design and implement certificate course in Creative Writing.
4. Recruitment of qualified teaching staff.
5. Proposal of "Campus to Corporate".
6. Discussion on workshops and seminar to be organised.

The IQAC coordinator welcomed the members.

**Item 1.** The minutes of last meeting were read and finalized.

**Item 2.** To equip our student with skills and prepare our students for challenges and success in long run MOU with Common Wealth Vocational University was proposed. Its terms and conditions were agreed upon for collaborating.

**Proposed By:** - Gauri Jadhav **Seconded By:** - Meenal Kabra

**Item 3.** To impart writing skills and overall development, IQAC members agreed to the proposal of designing and implementing certificate course in creative writing for B.Com.

**Proposed By:** - Meenal Kabra **Seconded By:** - Teja Dighe

**Item 4.** As per the last IQAC meeting, considering student feedback and workload audit report recruitment of qualified teaching staff has been decided. External Faculty Experts Panel for interview to be called for selection of teaching staff.

**Proposed By:** - Dr. Swapna Kolhatkar **Seconded By:** - Gauri Jadhav

**Item 5.** To help student transition from college to corporate with essential soft skills, Mrs. V. N. Wagh proposed the initiative of TCS "Campus to Corporate" which all agreed for implementation.

**Proposed By:** - V. N. Wagh. **Seconded by** - Kalpana Vaidya

**Item 6.** IQAC always strives for giving best to all its stake holders. To match with current teaching pedagogy following seminar /workshops were lined up.

- Workshop on Employment Opportunities in Accountancy and Commerce
- Cyber Crime Awareness.
- Workshop on Right to Information in "Yashada".
- Workshop on Meditation Techniques.
- One day seminar on Recent trends in Retail Marketing.
- Seminar on Digital Marketing and e-business opportunities.

Many Senior Teachers to be deputed for syllabus revision and restructuring workshops.

**Proposed By:** - T. M. Satyanarayan **Seconded By:** - Dr. Swapna Kolhatkar

Prof. V. N. Wagh, IQAC Co-ordinator, concluded the meeting by proposing vote of thanks.



**MARATHWADA MITRA MANDAL'S  
COLLEGE OF COMMERCE,  
PUNE -411004**

**Minutes of the IQAC Meeting on 7<sup>th</sup> September 2015**

Members Present

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	
2.	Prof. V. N. Wagh	IQAC Co-ordinator	
3.	Prof. Meenal Kabra	Teacher Representative	
4.	Prof. Gauri Jadhav	Teacher Representative	
5.	Dr. Mukti Bapna	Teacher Representative	
6.	Prof. S. M. Edke	Teacher Representative	
7.	Dr. Swapna Kolhatkar	Teacher Representative	
8.	Prof. Kalpana Vaidya	Teacher Representative	
9.	Mr. R. V. Kamthe	Senior Administrative Officer	
10.	Mrs. Savita Pujari	Senior Administrative Officer	
11.	Mr. Kedar Gonjari	Nominees of Student/Alumni	
12.	Mr. T. M. Satyanarayan	Nominees of Stakeholder	

**Agenda:**

1. Confirmation of the minutes of the last IQAC meeting.
2. Exam Results and approval for Remedial lecture series.
3. Proposal for Introduction of Physical Education course in curriculum at UG Program.
4. Discussion on NSS activities.
5. Planning of "MM Karandak".
6. Placement Cell Review.

The IQAC coordinator welcomed the members.

**Item 1.** The IQAC coordinator welcomed the members and reviewed the minutes of meeting.

**Item 2.** Review was taken of examination result and it was decided to invite experts for remedial lectures and paper solving session. HOD to instruct subject teacher to find out list of student poor in studies.

**Proposed By:** - Dr. Swapna Kolhatkar **Seconded by** – Gauri Jadhav

**Item 3.** Physical Education Director proposed to introduce physical education in curriculum at First year for undergraduates. A handbook was devised to record fitness of the student, participation in sports activities.

**Item 4.** Prof S. M. Edke listed the NSS activities :

- NSS Winter Camp in December
- Blood Donation Camp
- No Vehicle Day
- Youth Week

**Proposed By:** - S. M. Edke **Seconded by** – Meenal Kabra

**Item 5.** As Sports in India is taking Front Seat, IQAC recommended Management to organize MM Karandak which will encourage student to participate in several Indoor and Outdoor games. This will provide platform for our students to showcase their talents.

**Item 6.** Placement report for the year 2014-2015 was presented and it was noticed to groom student with soft skills. Prof. Meenal Kabra initiated to call 'Here Solutions' for all undergraduate programs for Pool Campus Drive.

**Proposed By:** -Meenal Kabra **Seconded by** – Gauri Jadhav

Prof. V. N. Wagh, IQAC Co-ordinator, concluded the meeting by proposing vote of thanks.





**MARATHWADA MITRA MANDAL'S  
COLLEGE OF COMMERCE,  
PUNE -411004**

**Minutes of the IQAC Meeting on 9<sup>th</sup> April 2016**

Members Present

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	
2.	Prof. V. N. Wagh	IQAC Co-ordinator	
3.	Prof. Meenal Kabra	Teacher Representative	
4.	Prof. Gauri Jadhav	Teacher Representative	
5.	Dr. Mukti Bapna	Teacher Representative	
6.	Prof. S. M. Edke	Teacher Representative	
7.	Dr. Swapna Kolhatkar	Teacher Representative	
8.	Prof. Kalpana Vaidya	Teacher Representative	
9.	Mr. R. V. Kamthe	Senior Administrative Officer	
10.	Mrs. Savita Pujari	Senior Administrative Officer	
11.	Mr. Kedar Gonjari	Nominees of Student/Alumni	
12.	Mr. T. M. Satyanarayan	Nominees of Stakeholder	

**Agenda:**

1. Confirmation of the minutes of the last IQAC meeting.
2. Completion of AQAR for 2015-16 and review of Submission of previous AQAR.
3. Planning and discussion for Preparation of Academic Calendar, College prospectus for new academic year 2016-17.
4. Feedback Analysis.

The IQAC coordinator welcomed the members.

1. Resolution passed in previous meeting was reviewed and IQAC chairman confirmed the initiatives taken by criteria in charge for gathering and compiling data.
2. IQAC coordinator discussed the activities and program carried out in academic year 2015-2016, report writing finalizing and uploading AQAR within stipulated time.
3. The discussion on preparation of Academic Calendar, college prospectus for the new academic year 2016-2017 was brought to light. All HODs were asked to prepare a plan of their departmental activities and examination schedule.

**Proposed By: - Gauri Jadhav Seconded By: - Meenal Kabra**

4. Feedback of student from various departments was discussed. It was brought to light, feedback of all stakeholders, especially Alumni and employee to upgrade and implement new technologies. Mrs. V. N. Wagh proposed the feedback system to be made online to collectively reach all stakeholders.

**Proposed By: - V. N. Wagh Seconded By: - Kedar Gonjari**

Prof. V. N. Wagh, IQAC Co-ordinator, concluded the meeting by proposing vote of thanks.



**MARATHWADA MITRA MANDAL'S  
COLLEGE OF COMMERCE,  
PUNE -411004**

**Minutes of the IQAC Meeting on 8<sup>th</sup> January 2016**

**Members Present**

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	
2.	Prof. V. N. Wagh	IQAC Co-ordinator	
3.	Prof. Meenal Kabra	Teacher Representative	
4.	Prof. Gauri Jadhav	Teacher Representative	
5.	Dr. Mukti Bapna	Teacher Representative	
6.	Prof. S. M. Edke	Teacher Representative	
7.	Dr. Swapna Kolhatkar	Teacher Representative	
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9.	Mr. R. V. Kamthe	Senior Administrative Officer	
10.	Mrs. Savita Pujari	Senior Administrative Officer	
11.	Mr. Kedar Gonjari	Nominees of Student/Alumni	
12.	Mr. T. M. Satyanarayan	Nominees of Stakeholder	

**Agenda:**

1. Confirmation of the minutes of the last IQAC meeting.
2. Planning to participate in Jatan Competition organised by Pune Municipal Corporation.
3. Planning and equipping for accreditation in the 3<sup>rd</sup> cycle.

The IQAC coordinator welcomed the members.

**Item 1.** The minutes of last meeting were read out and confirmed.

**Item 2.** IQAC sanctioned the budget for participating in 'Pune Jatan Rally' organized by Municipal Corporation. Prof. S. M. Edke suggested forming groups of students. Different groups will participate in street plays, face painting conveying Energy Conservation, saving water, etc., cultural program on Pune tradition.

**Proposed By: - S. M. Edke Seconded By: - Dr. Swapna Kolhatkar**

**Item 3.** Principal announced to gear up for the third cycle of NAAC. Criteria wise committee were constituted. Criteria In charge were nominated and informed about duties and responsibilities.

Prof. V. N. Wagh, IQAC Co-ordinator, concluded the meeting by proposing vote of thanks.