



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

Minutes of the IQAC Meeting on 5th June 2012

Members Present

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	
2.	Prof. S. M. Edke	IQAC Co-ordinator	
3.	Prof. V. N. Wagh	Teacher Representative	
4.	Dr. Ashwini Parkhi	Teacher Representative	
5.	Prof. Gauri Jadhav	Teacher Representative	
6.	Prof. Shrushti Gangale	Teacher Representative	
7.	Prof. Nidhi Satavlekar	Teacher Representative	
8.	Mr. R. V. Mane	Senior Administrative Officer	
9.	Mrs. Jyoti Kalgude	Senior Administrative Officer	
10.	Mr. Rakesh Mittal	Nominees of Student/Alumni	
11.	Mr. Sushil Gangane	Nominees of Student/Alumni	

Agenda:

1. Confirmation of the minutes of the last IQAC meeting.
2. Discussion on SWOC analysis.
3. Proposed for signing Memorandum of understanding with NIEM.
4. Proposal to design and implement certificate course in Business Communication.
5. Proposed for signing Memorandum of understanding with IMERT.

The IQAC coordinator welcomed the members.

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

Item 2. As per SWOC analysis, it was unanimously decided to strengthen the quality of academics. The short comings pointed out by NAAC committee in each criterion were put forth for discussion, analysis and suggestions were welcomed. It helped identifying weakness and strengthens the academic.

Proposed by – V. N. Wagh Seconded by – Dr. Ashwini Parkhi

Item 3. Memorandum of Understanding (MoU) with NIEM were discussed and agreed for collaboration with the Institutes. This collaboration would help to build skilled, trained and qualified work force for the event in industry. This would open another door in students' career.

Proposed by – Nidhi Satavlekar Seconded by – Gauri Jadhav

Item 4. Business communication skills are paramount in a world where business is digitally connected to enhance the communication skills of students from diverse background. Certificate course in Business Communication has been designed and implemented.

Proposed by – Gauri Jadhav Seconded by – Shrushti Gangale

Item 5. To focus on value addition and student progression in higher education, MoU with IMERT was agreed upon.

Proposed by – Dr. Ashwini Parkhi Seconded by – Nidhi Satavlekar

Prof. S. M. Edke, 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 6th September 2012

Members Present

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	<i>m d Lawrence</i>
2.	Prof. S. M. Edke	IQAC Co-ordinator	<i>S M Edke</i>
3.	Prof. V. N. Wagh	Teacher Representative	<i>V N Wagh</i>
4.	Dr. Ashwini Parkhi	Teacher Representative	<i>Ashwini Parkhi</i>
5.	Prof. Gauri Jadhav	Teacher Representative	<i>Gauri Jadhav</i>
6.	Prof. Shrushti Gangale	Teacher Representative	<i>Shrushti Gangale</i>
7.	Prof. Nidhi Satavlekar	Teacher Representative	<i>Nidhi Satavlekar</i>
8.	Mr. R. V. Mane	Senior Administrative Officer	<i>R V Mane</i>
9.	Mrs. Jyoti Kalgude	Senior Administrative Officer	<i>Jyoti Kalgude</i>
10.	Mr. Sushil Gangane	Nominees of Student/Alumni	<i>Sushil Gangane</i>

Agenda:

1. Confirmation of the minutes of the last IQAC meeting.
2. Proposed for signing Memorandum of understanding with ISKCON
3. Proposal for designing and implementation of a certificate course Environmental Science in the curriculum for B.Com and B.Sc (computer science).
4. Discussion on NSS activities.
5. Result Analysis and discussion on Remedial classes
6. Discussion on Faculty development Program.

The IQAC coordinator welcomed the members.

Item 1. Minutes of earlier IQAC meeting were read out and endorsed.

Item 2. To propagate spiritual knowledge and to achieve real unity and peace, MOU with International Society for Krishna Consciousness (ISKCON) was proposed by Prof. Gauri Jadhav and it was unanimously agreed.

Proposed by – Gauri Jadhav Seconded by – V. N. Wagh

Item 3. To go green and to create awareness among the youth about various environmental issues, certificate course in environmental science, in the curriculum for B.com and B.Sc.(Computer Science) has been designed and introduced.

Proposed by – V. N. Wagh Seconded by – Dr. Ashwini Parkhi

Item 4. NSS unit of college to address on following activities

- a. Tree plantation
- b. No vehicle day to be observed
- c. Clean and Green environment
- d. E-waste collection

Proposed by – Sushil Gangane Seconded by – Gauri Jadhav

Item 5. All HODS presented their report of Examinations held in April, Result highlights. In order to achieve expected competencies in core academic skills, remedial classes to be arranged for slow learners in the month of August and in the month of January.

Proposed by – V. N. Wagh Seconded by – Shrushti Gangale

Item 6. IQAC members chalkout members of Faculty Development Program for quality enhancement

- a. Leadership and development
- b. New trends in communication
- c. Cyber Threats and Security

Proposed by – S. M. Edke Seconded by – Gauri Jadhav

Prof. S. M. Edke, 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 3rd December 2012

Members Present

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	
2.	Prof. S. M. Edke	IQAC Co-ordinator	
3.	Prof. V. N. Wagh	Teacher Representative	
4.	Dr. Ashwini Parkhi	Teacher Representative	
5.	Prof. Gauri Jadhav	Teacher Representative	
6.	Prof. Shrushti Gangale	Teacher Representative	
7.	Prof. Nidhi Satavlekar	Teacher Representative	
8.	Mr. R. V. Mane	Senior Administrative Officer	
9.	Mrs. Jyoti Kalgude	Senior Administrative Officer	
10.	Mr. Rakesh Mittal	Nominees of Student/Alumni	
11.	Mr. Sushil Gangane	Nominees of Student/Alumni	

Agenda:

1. Confirmation of the minutes of the last IQAC meeting.
2. Proposed for signing Memorandum of understanding with Sandesh Japanese Language Service.
3. Discussion on Annual event on elocution competition "Anti Dowry Movement".
4. Discussion on NSS winter camp.
5. Discussion and planning for strengthening Alumina Association.
6. Discussion and planning of Annual prize distribution.

The IQAC coordinator welcomed the members.

Item 1. The resolutions of last IQAC meeting were readout and confirmed.

Item 2. The popularity of foreign language in curriculum is at its peak and to add a global connection to their education MoU with Sandesh Japanese Language Service were discussed and endorsed.

Proposed by – Shrushti Gangale Seconded by – V. N. Wagh

Item 3. College has taken up initiative to abolish Dowry System, an elocution competition was arranged.

Proposed by – S. M. Edke Seconded by – Gauri Jadhav

Item 4. The place and date for NSS winter camp was finalized. NSS coordinator was instructed to prepare budget and to list out activities during the camp.

Proposed by – S. M. Edke Seconded by – Sushil Gangane

Item 5. Alumni of the institutions are reflection of its past, representation of its present, link to its future. It was decided to reach maximum number of Alumni of all departments. To contact Alumni with their email-id, contact numbers. IQAC coordinator proposed for arranging two programs for past students association.

Proposed by – S. M. Edke Seconded by – V. N. Wagh

Item 6. Every year Annual Prize Distribution is arranged to encourage, appreciate and pat the back of students, teaching, non-teaching staff. All HODs were asked to submit the list of students with outstanding achievements and toppers. Also it was proposed to give names of teaching and non teaching staff with their achievements in the current academic year.

Prof. S. M. Edke, 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 7th March 2013

Members Present

Sr. No.	Names of IQAC Committee Members	Designation	Signature
1.	Dr. M. D. Lawrence	Chairperson	
2.	Prof. S. M. Edke	IQAC Co-ordinator	
3.	Prof. V. N. Wagh	Teacher Representative	
4.	Dr. Ashwini Parkhi	Teacher Representative	
5.	Prof. Gauri Jadhav	Teacher Representative	
6.	Prof. Shrushti Gangale	Teacher Representative	
7.	Prof. Nidhi Satavlekar	Teacher Representative	
8.	Mr. R. V. Mane	Senior Administrative Officer	
9.	Mrs. Jyoti Kalgude	Senior Administrative Officer	
10.	Mr. Rakesh Mittal	Nominees of Student/Alumni	

The IQAC coordinator welcomed the members.

Agenda:

1. Confirmation of the minutes of the last IQAC meeting.
2. Discussion on Feedback Analysis.
3. Completion of AQAR for 2012-13.
4. Planning for new admissions for the academic year 2013.

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

Item 2. Quality in Education is the prime attribute in Teaching Learning process. Hence, a review of students' feedback about the teacher/ curriculum/ overall administration of the college were put for discussion. It was decided to recruit skilled efficient teaching staff for academic year 2014-2015.

Proposed by – Gauri Jadhav Seconded by – Dr. Ashwini Parkhi

Item 3. IQAC coordinator reminded about completion of AQAR for 2012-2013.

Item 4. Admission Committee has been formed for the academic year 2013-2014. Teaching and Non teaching staff member to meet before 30th April 2013 for designing the contents of prospectus for academic year 2013-2014. A helpdesk to be arranged for handling enquiry and to guide new candidates and parents.

Proposed by – Dr. Ashwini Parkhi Seconded by – R. V. Mane

Prof. S. M. Edke, IQAC Co-ordinator, concluded the meeting by proposing vote of thanks.