

### Minutes of IQAC Meeting conducted on 15/06/2018

A meeting of IQAC was conducted on 15/06/2018 in the NAAC room between 3.00 p. m. to 5.00 p. m. Following topics were discussed in the meeting:

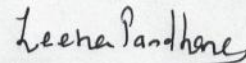
1. Conduct a Welcome Programme for newly admitted students (FYBA and FYBCom) and Principal's address.
2. Formation of Admission Committee:
  - To guide the students in the entire admission process
  - selection of optional subjects
  - verification of documents
3. Preparation of Academic Calendar
4. Preparation of Time- table for conducting lectures of all the classes
5. Counseling and Guidance:
6. Take efforts for regular conduct of all the lectures.
7. Seeking feedback and instructions from the students regarding various facilities provided in the college.
8. Displaying Results of FYBA and FYBCom on the notice board.
9. Displaying the names of the students who have secured First, Second and Third Rank in the examination and sending the report to Management, Nashik Shikshan Prasarak Mandal (NSPM)
10. Organizing various programmes for the students for quality enhancement.
11. Providing information regarding certificate course in Communicative English from 2/5/2018 to 15/5/2018.
12. Providing information regarding certificate course in Basic English Grammar from 16/5/2018 to 30/5/2018.
13. Providing information regarding certificate course in Pronunciation English from 1/6/2018 to 15/6/2018.
14. Organizing various programmes as per the directions given by Savitribai Phule Pune University.
15. Conducting various Seminars, Conferences and Workshops for the teachers in the college for quality enhancement. Encouraging the teacher for participation in Orientation Programme, Refresher Course, Faculty Development Programme and Short Term Course.
16. Providing basic facilities and amenities to the students in the college.

17. Organizing Lectures and Guidance Talks for the Non- Teaching Staff.  
Demanding the recruitment of new faculties and Non- Teaching Staff as per the requirement.
18. Demanding the required equipment's and furniture for Library and Sports in the meeting of College Dvelopment Committee (CDC) through Principal.
19. Sending Proposals to Savitribai Phule Pune University and UGC for providing Financial Assistance for new courses.
20. Conducting Guest Lectures, Workshops, Visits, Competition, etc. for the students.
21. Departmental Meetings for Quality Enhancement.
22. Providing information regarding various programmes conducted in the college in 2017-2018 to Management, Nashik Shikshan Prasarak Mandal (NSPM) for publication of the Annual Magazine.



**IQAC Coordinator**  
**IQAC Coordinator**

NSPM's Late Bindu Ramrao Deshmukh  
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**IQAC Chairperson**

**PRINCIPAL**

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