



**D.C.M. Society Pune's**  
**DR. BABASAHEB AMBEDKAR COMMERCE &**  
**MAHARSHI V.R. SHINDE ARTS COLLEGE**  
**NAAC Accredited Grade "B"**

Savitribai Phule Pune University, Pune No. : PU/PN/AC/060/1984  
Higher Secondary - J-11.15.024 / Vocational Education- J-11.15.914  
"Ahilyashram", 896, Nana Peth, Pune - 411 002. Telefax : 020-26350857

Ref. : BAMS / 02 / 2023-24

Date : 06/04/2023

Minutes of the first IQAC meeting-2019-20

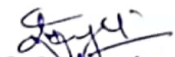
1. Notice of the IQAC First Meeting.

This is to inform the teaching and non-teaching staff that the first IQAC meeting will be held on Friday, 26/6/2019, at 11.30 am at seminar Hall, and the following business will be transacted. Attendance at the meeting is compulsory.



2. Agenda of the IQAC Meeting:

Sr. No.	Agenda of the IQAC Meeting
1	To review and confirm the minutes of the previous meeting.
2	To discuss and finalize the admission procedure for existing students and new students.
3	To discuss and constitute a timetable committee for the preparation of Time Table.
4	To discuss and form an Academic Calendar committee to prepare the Academic Calendar.
5	To discuss and finalize the teaching plan format and its executions.
6	To discuss and constitute an Examination committee to prepare CIE planning and analysis and interpretation of previous university examinations
7	To discuss and finalize a date of induction programs to be arranged for newly enrolled students and faculty members well-come
8	To discuss and fix the schedule of remedial coaching classes and bridge courses.
9	To discuss and finalize several competitions to be organized during the academic year.
10	Any other business with the permission of the chair.

  
**Co-ordinator**  
IQAC Co-ordinator

Dr. Babasaheb Ambedkar Comm.  
M.V.R. Shinde Arts College  
896, Nana Peth, Pune-2.

  
**Principal**

Dr. Babasaheb Ambedkar Comm.  
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Minutes of the IQAC First Meeting-2019-20

Following members attended the meeting:

Sr. No.	Name	Designation	Signature
1	Dr. Pote N. M.	In charge Principal	
2	Prof. Deshmukh R.P.	Associate Professor	
3	Prof. Mhaske J.K.	Associate Professor	
4	Prof. Bandal V.A.	College Librarian	
5	Prof. Kamble Praveen	Asstt. Professor	
6	Prof. Sahasrbuddhe B.M.	Associate Professor	
7	Prof. Kamble T.M.	Asstt. Professor	
8	Mr. Bhujbal K.N.	Office Superintendent	
9	Dr. Misal R.M.	Ex. Principal	
10	Mr. Gaikwad Preetam	Student Representative	
11	Miss. Bhosale Tanishka	Ladies Representative	

Co-ordinator  
IQAC

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Ref. : BAMS 102/2023.24

Date : 06/04/2023



The minutes of the IQAC first Meeting held on Friday, 26/6/2019, at 11.30 am in the College Seminar Hall are recorded as mentioned below.

Sr. No.	Agenda of the Meeting	Compliances	Decisions
1	To review and confirm the minutes of the previous meeting.	The IQAC coordinator read the previous IQAC meeting minutes.	The previous meeting minutes were approved unanimously
2	To discuss and finalize the admission procedure for existing students and new students.	The admission plan prepared by the committee is discussed in the meeting thoroughly, and delegate the right to the said committee.	The decision was approved unanimously
3	To discuss and constitute a timetable committee for the preparation of Time Table.	The steering committee has constituted several internal committees for the smooth functioning of the college. The report on the constituted committees was tabled before the meeting, and the implemented decision was taken	The decision was approved unanimously
4	To discuss and form an Academic Calendar committee to prepare the Academic Calendar.	The academic calendar with the tune of the university academic calendar is prepared by the committee and put before the meeting for its approval	The decision was approved unanimously
5	To discuss and finalize the teaching plan format and its executions.	The teachers' teaching plans were prepared before the meeting for	The decision was approved unanimously

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		its approval, and the meeting has approved the same.	
6	To discuss and constitute an Examination committee to prepare CIE planning and analysis and interpretation of previous university examinations	The steering committee has constituted an examination. The said committee prepared CIE plans and placed them before the meeting for its approval	The decision was approved unanimously
7	To discuss and finalize a date of induction programs to be arranged for newly enrolled students and faculty members well-come	The cultural committee has prepared the schedule for the organization of the induction program and placed it before the meeting for its approval	The decision was approved unanimously
8	To discuss and fix the schedule of remedial coaching classes and bridge courses.	The head of the department of commerce, Economics, and English prepared remedial coaching classes to be taken for the benefit of the weak students and placed before the meeting for its approval	The decision was approved unanimously
9	To discuss and finalize several competitions to be organized during the academic year.	The Competitive Committee has prepared schedules of the competitive examination to be conducted in the college and placed before the meeting for	The decision was approved unanimously

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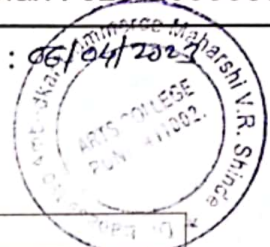
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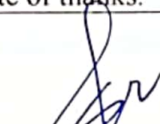
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		its approval	
10	Any other business with the permission of the chair.	No item was on the agenda, and the meeting ended with a vote of thanks.	The decision was approved unanimously

  
**Coordinator**  
IQAC  
Dr. Babasaheb Ambedkar Comm.  
M.V.R. Shinde Arts College  
896, Nana Peth, Pune-2.

  
**Principal**  
Dr. Babasaheb Ambedkar Comm.  
M.V.R. Shinde Arts College  
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Second Meeting of IQAC for the academic year 2019-20

1. Notice of the IQAC Second Meeting.

This is to inform the teaching and non-teaching staff that the Second IQAC meeting is scheduled to be held on Friday, 11/10/2019, at 1.30 pm at seminar Hall, and the following business will be transacted. Attendance at the meeting is compulsory

2. Agenda of the IQAC Meeting:

Sr. No.	Agenda of the IQAC Meeting
1	To confirm the minutes of the earlier meeting.
2	To review the Admission Committee work
3	To take review Time-table Committee work.
4	To take a review of the Academic Calendar Committee work
5	To take the assessment of the progress of micro-teaching planning work.
6	To take a review of the CIE process.
7	To review the Induction programs
8	To discuss the remedial coaching classes and bridge courses strategy.
9	To review the several competitions organized in the first term.
10	Any other business with the permission of the chair

  
Co-ordinator  
IQAC

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Principal

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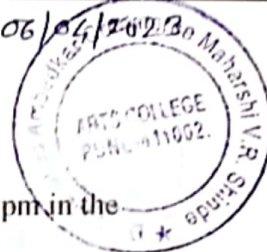
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Ref. : BAMS / 02 / 2023 - 24

Date : 06/04/2023



The minutes of the IQAC Second Meeting held on Friday, 11/10/2019, at 1.30 pm in the College Seminar Hall are recorded as mentioned below.

Sr. No.	Agenda of the Meeting	Compliances	Decision
1	To confirm the minutes of the earlier meeting.	The IQAC coordinator read the previous IQAC meeting minutes.	The decision was approved unanimously
2	To review the Admission Committee work	The report prepared by the admission committee is tabled before the meeting for discussion and its approval	The decision was approved unanimously
3	To take review Time-table Committee work.	The report of the timetable committee was discussed in the meeting and accepted.	The decision was approved unanimously
4	To take a review of the Academic Calendar Committee work	The report of the Academic Calendar committee was discussed in the meeting and accepted	The decision was approved unanimously
5	To take the assessment of the progress of micro-teaching planning work.	The micro-teaching report of the timetable committee was discussed in the meeting and accepted	The decision was approved unanimously
6	To take a review of the CIE process.	The CIE report of the examination committee was discussed in the meeting and accepted	The decision was approved unanimously
7	To review the Induction programs	The report of the cultural committee was discussed in the meeting and accepted	The decision was approved unanimously

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8	To discuss the remedial coaching classes and bridge courses strategy.	The remedial coaching classes and bridge courses report was discussed in the meeting and accepted	The decision was approved unanimously
9	To review the several competitions organized in the first term.	The several competitions report was discussed in the meeting and accepted	The decision was approved unanimously
10	Any other business with the permission of the chair	No item was on the agenda, and the meeting ended with a vote of thanks	The decision was approved unanimously

  
Coordinator  
IQAC Coordinator  
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Third Meeting of the IQAC for the year 2019-20

1. Notice of the IQAC Third Meeting.

This is to inform the teaching and non-teaching staff that the Third IQAC meeting is scheduled to be held on Saturday 14/12/2019, at 1.30 pm at seminar Hall, and the following business will be transacted. Attendance at the meeting is compulsory

2. Agenda of the IQAC Meeting:

Sr. No.	Agenda of the IQAC Meeting
1	To read and confirm the minutes of the earlier meeting.
2	To prepare a timetable for the second term.
3	To prepare Academic Calendar for the second term.
4	To prepare a teaching plan for the second term.
5	To review CIE and prepare the CIE schedule for the second term.
6	To prepare field visit schedules and inform the students about the visit.
7	To finalize the submission date of practical journals, field visit reports, and project reports to the respective subject teachers.
8	To prepare sports events schedules and annual prize distribution functions.
9	To prepare feedback questionnaires and finalize plans for feedback collection.
10	Any other business with the permission of the chair.

  
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IQAC Co-ordinator

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Principal

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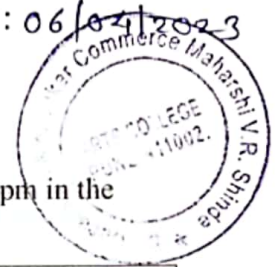
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The minutes of the IQAC third Meeting held on Saturday 14/12/2019, at 1.30 pm in the Seminar Hall of the college are recorded as mentioned below.

Sr. No.	Agenda of the Meeting	Compliances	Decision
1	To read and confirm the minutes of the earlier meeting.	The IQAC coordinator read the previous IQAC meeting minutes.	The decision was approved unanimously
2	To prepare a timetable for the second term.	The master timetable prepared by the committee and put before the meeting for its approval	The decision was approved unanimously
3	To prepare Academic Calendar for the second term.	The Academic Calendar prepared by the committee and put before the meeting for its approval	The decision was approved unanimously
4	To prepare a teaching plan for the second term.	The teachers prepared the teaching plans, and the committee put them before the meeting for its approval	The decision was approved unanimously
5	To review CIE and prepare the CIE schedule for the second term.	The examination committee prepared the CIE plans and put them before the meeting for its approval	The decision was approved unanimously
6	To prepare field visit schedules and inform the students about the visit.	The tours and Visits committee prepared the report on the tours and visits and put it before the meeting for its approval	The decision was approved unanimously
7	To finalize the submission date	The admission	The decision was

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	of practical journals, field visit reports, and project reports to the respective subject teachers.	committee prepared a report on practical journals, field visit reports, and project work and put it before the meeting for its approval	approved unanimously
8	To prepare sports events schedules and annual prize distribution functions.	The sports and cultural committee prepared a report on sports, cultural events, and annual prize distribution functions and put it before the meeting for its approval	The decision was approved unanimously
9	To prepare feedback questionnaires and finalize plans for feedback collection.	The feedback collection committee prepared a report on the collection of feedback on curriculum aspects and put it before the meeting for its approval	The decision was approved unanimously
10	Any other business with the permission of the chair.	No item was on the agenda, and the meeting ended with a vote of thanks	The decision was approved unanimously

  
Co-ordinator  
IQAC

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Principal

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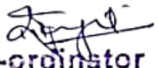
Fourth Meeting of the IQAC for the year 2019-20

1. Notice of the fourth IQAC Meeting.


This is to inform the teaching, and non-teaching staff that the Fourth IQAC meeting will be held on Thursday, 30/4/2020, at 1.30 pm at seminar Hall, and the following business will be transacted. Attendance at the meeting is compulsory

2. Agenda of the IQAC Meeting:

Sr. No.	Agenda of the IQAC Meeting
1	To read and confirm the minutes of the previous meeting.
2	To take the review of the timetable committee work.
3	To take a review of the CIE system
4	To review field visits, project work, and practical journals
5	To review the sports events and annual prize distribution function arranged.
6	To take review the feedback collection committee work
7	Any other business with the permission of the chair.

  
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IQAC Co-ordinator

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Sr. No.	Agenda of the Meeting	Compliances	Decision
1	To read and confirm the minutes of the previous meeting.	The IQAC coordinator read the previous IQAC meeting minutes.	The decision was approved unanimously
2	To take the review of the timetable committee work.	The principal took the review of the work done and appreciated the timetable work.	The decision was approved unanimously
3	To take a review of the CIE system	The principal reviewed the CIE work and informed the teaching staff about the CBCS pattern.	The decision was approved unanimously
4	To review field visits, project work, and practical journals	The principal reviewed the tour and visit committee work and informed the teaching staff to strengthen more activities.	The decision was approved unanimously
5	To review the sports events and annual prize distribution function arranged.	The principal reviewed the sports and cultural committee work and informed them to strengthen more activities.	The decision was approved unanimously
6	To take review the feedback collection committee work	The principal reviewed the feedback collection committee work and guided the meeting regarding the analysis and action taken on the responses received from the stakeholders.	The decision was approved unanimously
7	Any other business with the permission of the chair.	No item was on the agenda, and the meeting ended with a vote of thanks	The decision was approved unanimously

Co-ordinator  
IQAC

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