



**Maharashtra Girl's Education Society's  
Huzurpaga Mahila Vanijya Mahavidyalaya**

Laxmi Road, Pune - 411 030.

ID No. PU/PN/C/169/2001

Ph.: Mahavidyalaya : 020-24497538, Sanstha : 020-24455484

Email : hmvm2001@gmail.com

**Mission - (Global Education with Indian Culture)**

**NOTICE**

It is informed to all the members that meeting of IQAC is scheduled on Monday, 29<sup>th</sup> October 2018 at 12.00 noon in Staff Room of the college to transact following businesses.

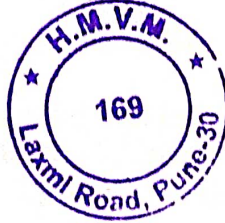
**Agenda:**

1. To take review of presentations of criterion.
2. Preparation of departmental notices and minutes.
3. Preparation of committee reports/ minutes.
4. To inform about compliance of Academic Audit.
5. Any other subject with permission of the Chair.

Dr. Gurunath Pawar

**Co - Ordinator**

Internal Quality Assurance Cell  
Huzurpaga Mahila Vanijya Mahavidyalay  
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**Minutes of the IQAC Meeting held Monday, 29<sup>th</sup> October 2018 at 12.00 noon  
in Staff Room.**

Dr. Smita Pande read the minutes of the last meeting. All the members unanimously confirmed the minutes.

**Attendees**

Dr. K. P. Bairagi	Chairperson
Dr. Gurunath Pawar	IQAC Co-ordinator
Dr. Smita Pande	Teacher Representative
Dr. Rupali Sheth	Teacher Representative
Dr. Neha Puranik	Teacher Representative
Prof. Sursarita Tarlekar	Teacher Representative
Dr. Jyoti Mane	Teacher Representative
Prof. Christina Dhende	Teacher Representative
Prof. Asmita Kulkarni	Teacher Representative
Dr. Sushma Keskar	Member of Management
Mrs. Vidya Shinde	Administrative Officer
Ms. Payal More	Student Representative
Mrs. Gayatri Khadke	Alumni
Mr. Suresh Kote	Industrialist

The following was discussed and decided.

**1. Review and presentations of criterion.**

The presentations of seven criterion, presentation of the Principal and presentation of IQAC were accomplished before the Expert Committee. The Committee observed and also made some suggestions. It was resolved to correct and make necessary changes which were suggested by the Expert Committee.

**2. Preparation of departmental notices and minutes.**

According to suggestion of Expert Committee only three main departments are to be shown i.e., B.Com., BBA and BBA(CA). Each departmental head has to take responsibility of departmental meeting, notice, and drafting of minutes and keep the record of it properly.



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3. Preparation of committee reports/ minutes.

It was resolved that the Committees should prepare the reports/ minutes of activities conducted.

4. Compliance of Academic Audit

It was informed of that the fulfilment and compliance of Academic Audit which was completed on 26<sup>th</sup> September 2018.

There being no further subject to discuss and the meeting was concluded with a vote of thanks by Prof. Sursarita Tarlekar.

*AK*

Prof. Asmita Kulkarni  
Asst. to IQAC Co-ordinator

*G.Pawar*

Dr. Gurunath Pawar

**Co - Ordinator**  
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