



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)

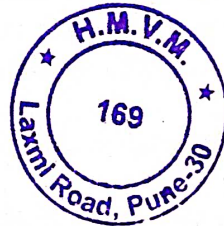
**NOTICE**

It is informed to all the members that a meeting of IQAC Meeting is scheduled on Friday 3<sup>rd</sup> August 2018 at 1.00 p.m. in the staff room of the college to transact the following business:

**Agenda**

1. A 10% increase in the admission seats of FY B. Com to be applied for to SPPU.
2. To improve the performance of slow learners for improvement of overall college result.
3. To decide the curricular, co-curricular and extra-curricular activities for Academic Year 2018-2019.
4. To form various committees at college level for different activities.
5. To submit a budget for every activity to be conducted in the college to the Office Superintendent.
6. To organise and conduct Parent-Teacher Meeting of F.Y.B. Com students.
7. To plan the teacher's day program on 5/9/2019.
8. To finalise the list of toppers of each subject faculty wise.
9. 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 Friday 3<sup>rd</sup> August 2018 at 1.00 p.m. in the staff room.**

Prof. Asmita Kulkarni 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. A 10% increase in the admission seats of FY B. Com to be applied for to SPPU  
As there is an increase in the number of students applying for admission to F. Y. B. Com, it was decided that the college/ Principal will apply for a 10% increase for the seats to SPPU.
2. To improve the performance of slow learners for improvement of overall college result.  
The following was suggested by teachers for slow learners.
  1. To conduct guest lecturers under the 'Special Guidance Scheme' of SPPU.
  2. To give assignments to students.
  3. To prepare Question Banks.
  4. To ask students to solve papers.
  5. To arrange tests for students in the classroom.
  6. To conduct extra lectures for difficult subjects.
3. To decide the curricular, co-curricular and extra-curricular activities for Academic Year 2018-2019.  
It was resolved to organise and schedule various curricular, co-curricular and extra-curricular activities for Academic Year 2018-2019.



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4. To form various committees at college level for different activities.  
As per requirement, Committees to be formed to conduct the college activities.
5. To submit a budget for every activity to be conducted in the college to the Office Superintendent.  
As per the discussion with the Office Superintendent regarding college activities it was decided that a tentative budget of every activity to be conducted should be submitted to the Office Superintendent.
6. To organise and conduct Parent-Teacher Meeting of F.Y.B. Com students.  
The responsibility of conducting parent-teacher meeting for F. Y. B. Com was given to Prof. Vikram Arne and Prof. Priyanka Borade. The meeting is necessary for interaction with the new F.Y. students and their parents. The teaching staff will give information about college rules and regulations.
7. To plan the teacher's day program on 5/9/2019.  
On the occasion of the birth anniversary of Dr. Sarvpalli Radhakrishnan, which is celebrated as Teachers Day, it was decided to felicitate teachers at the auspicious hands of Hon. Dr. Bhausahab Jadhav, Principal of MMCC, who accepted our invitation to be the Chief Guest.
8. To finalise the list of toppers of each subject faculty wise.  
It was decided to finalise the list of toppers of the academic year 2017-2018 of every stream – B.COM/ BBA/ BBA(CA) by the Examination Department.

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

*AMV*  
Prof. Asmita Kulkarni  
Asst. to IQAC Co-ordinator

*CP Pawar*  
Dr. Gurunath Pawar  
**Co - Ordinator**  
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