



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

The IQAC Meeting is scheduled on Tuesday 3rd July 2018 at 12.00 noon in the staff room of the college to transact the following business:

Agenda:

1. Verification and correction of criterion reports.
2. Finalisation of SSR.
3. Deciding of submission of IIQA.
4. To inform about the Administrative Audit, Green Audit and Energy Audit.
5. To inform about Permanent Affiliation with SPPU.
6. Appointment of Document Officer.
7. Any other subject with permission of the Chair.

Dr. Gurunath Pawar

Co - Ordinator
Internal Quality Assurance Cell
Huzurpaga Mahila Vanijya Mahavidyalay
Laxmi Road, Pune - 411 030.





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**Minutes of the IQAC Meeting held on Tuesday 3rd July 2018 at 12.00 noon
in the staff room in the Staff Room.**

Dr. Gurnath Pawar read the minutes of the last meeting. All the members unanimously confirmed the minutes.

Attendees

Dr. K. P. Bairagi	Chairperson
Dr. Gurnath 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

First Meeting of IQAC for Academic Year 2018-2019 was held in the staff room. The following was discussed and decided.

1. Verification and correction of criterion reports.

The following was discussed in the meeting for the purpose of verification and correction of criterion report. The Principal allotted the work of verification according to following schedule. All the staff members unanimously accepted the suggestions and work allotted to them.

Criterion No.	Prepared by	Checked by
1	Dr. Neha Puranik and Prof. Swapnal Nagawade	Dr. Smita Pande
2	Dr. Jyoti Mane, Prof. Gauri Shinde and Prof. Vikram Aarne	Prof. Vaijayanti Chiplonkar
3	Dr. Smita Pande and Dr. Rupali Sheth	Prof. Asmita Kulkarni
4	Dr. Gurnath Pawar and Prof. Asmita Kulkarni	Dr. Prashant Mohite
5	Prof. Sursarita Tarlekar and Prof. Mayuri Padhye	Dr. Neha Puranik
6	Prof. Vaijayanti Chiplonkar and Prof. Christina Dhende	Prof. Gauri Shinde
7	Dr. Prashant Mohite and Prof. Priyanka Borade	Dr. Rupali Sheth



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2. Finalisation of SSR
It was resolved that the allcriterion chairman should submit their finalised criterion to IQAC within five days.
3. Submission of IIQA
It was resolved that the IQAC Co-ordinator Dr. Gurunath Pawar should submit the IIQA as early as possible.
4. Administrative Audit, Green Audit and Energy Audit
It was informed that the fulfilment of compliance of Administrative Audit, Green Audit and Energy Audit was completed and reports received.
5. Appointment of Document Officer
Principal has allotted the work of Document Officer to Dr. Prashant Mohite.
6. Permanent Affiliation with SPPU
The Principal informed regarding the compliance of Permanent Affiliation. The Honourable Committee will visit in July 2018.
7. The Examination Department informed about the result of B. Com, BBA and BBA(CA) of the year 2017-2018. The Principal congratulated all the teachers for results above 90%.

There being no further subject to discuss. The meeting was concluded with a vote of thanks by Dr. Smita Pande.

Ans
Prof. Asmita Kulkarni
Asst. to IQAC Co-ordinator

Gurunath Pawar
Dr. Gurunath Pawar

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