

MGE Society's
Huzurpaga Smt. Durgabai Mukunddas Lohia
Mahila Vanijya Mahavidyalaya
Laxmi Road, Pune 411 030

Minutes

Minutes of the Meeting held on Wednesday, 29th Nov. 2023 at 12.00 noon at IQAC room.

Attendees

Dr. Yuvraj Thorat
Dr. Rupali Sheth
Dr. Gurunath Pawar
Dr. Neha Puranik
Dr. Jyoti Mane
Dr. Asmita Kulkarni
Dr. Gauri Shinde
Dr. Prashant Mohite
Prof. Vikram Arne
Smt. Rekha Palshikar
Dr. Madhura Joshi
Smt. Lalita Karva
Shri. Tulshiram Shivale
Ms. Manjiri Parkhe

The following was discussed and decided.

1. Dr. Rupali Sheth, IQAC Coordinator read the minutes of the meeting held on 12th May 2023. All the members unanimously approved the minutes. Discussion on best practices was held for the academic year 2023-24.

2. Introduction of the members of reformed IQAC

The meeting was started with an introduction of members of the reformed IQAC from 2023-2024. The committee is as follows:

Sr. No.	Name	Designation
1.	Dr. Yuvraj Thorat	Chairperson
2.	Dr. Rupali Sheth	IQAC Coordinator
3.	Dr. Asmita Kulkarni	Teachers' Representative (Asst. to IQAC Coordinator)
4.	Dr. Gurunath Pawar	Teachers' Representative (Document Officer)
5.	Prof. Vikram Arne	Teachers' Representative (Document Officer)
6.	Dr. Neha Puranik	Teachers' Representative
7.	Dr. Jyoti Mane	Teachers' Representative
8.	Dr. Gauri Shinde	Teachers' Representative
9.	Dr. Prashant Mohite	Teachers' Representative
10.	Smt. Rekha Palshikar	Nominee of Employer
11.	Dr. Madhura Joshi	Member of Management
12.	Prof. Parag Shah	Academic Expert
13.	Smt. Lalita Karva	Industrialist
14.	Smt. Smita Salvi	Administrative Officer
15.	Ms. Savani Kibe	Alumni
16.	Shri. Tulshiram Shivale	Nominee of Stakeholder
17.	Ms. Manjiri Parkhe	Student Representative

3. Review and Implementation of recommendation for quality enhancement of the institution given by NAAC Peer team

The recommendations and suggestions given by the NAAC Peer Team at the 1st Cycle were reviewed and discussed in detail.

- A. Recommendation: Increase the number of Add-on/ vocational Program and skill development initiatives. –
Action: Under skill development initiatives one-month soft skills programme was held for TY B.com students by soft skills department of the college. Approximately 200 students attended the course. Life skills, soft skills, interview skills topics were covered this was beneficial for getting placement. This program was held between 2/8/2023 to 31/8/2023.
- B. Recommendation: Strengthen student placement activity through effective Industry-Institute Interface –
Action: The Placement Drive along with three days' training was held in the month of July. A career guidance lecture of Mr. Yashwant Shitole, President of Maharashtra Information Technology Support Center was conducted and thereafter students were enrolled for Career Katta activities. Short terms skill-based courses are available under "Career Katta" at nominal subscription. Therefore, it was unanimously decided that the enrollment of students should be increased under this activity.
- C. Recommendation: Strengthen Alumni Association and its activities to pro-actively contribute to institutional development – An Interactive event with Alumni should be increased.
Action: It was conversant that through the initiative of Ms. Bhargavi Kulkarni one of the alumni three sanitary napkin vending machines were installed in the college and one thousand biodegradable sanitary napkins were distributed.
- D. Recommendation: Motivate students to regularly visit and use library and computer laboratory –
Action: It was discussed that each class coordinator should encouraged students to visit library and computer lab regularly.
- E. Recommendation: Conduct CAS and maintain cadre-ratio. –
Action: To maintain cadre ratio the necessary process is going on.
- F. Recommendation: Encourage faculty research to enhance their publications and apply for projects funded by MSME, UGC, ICSSR, AICTE and other agencies.
Action: It was discussed that the funded projects should be found out under corporate CSR. Enter into functional MOUs and reinforce outcome base collaboration with Industry and Research institutes of repute. It was discussed that sign the functional MOUs with BEF (Business Ethics Foundation), YIN (Young Inspiring Network), and MAESA. It was further conferred that the college should approach with NIBM, TISS, and reputed institutes for functional MOUs.
- G. Recommendation: IQAC must continue to be more dynamic and robust in quality improvement. Improve documentation/ Record management.
Action: IQAC is working on suggestions given by NAAC Pear team.

4. Discussion on revised AQAR

The responsibility of the criteria was allotted among faculties.

Criteria	Criteria Name	Responsibility
1.	Curricular Planning and Implementation	Prof. Vikram Arne
2.	Teaching, Learning and Evaluation	Dr. Neha Puranik; Prof. Christina Dhende and Prof. Mayuri Padhye
3.	Research, Innovations and Extension	Dr. Jyoti Mane
4.	Infrastructure and Learning Resources	Dr. Gurunath Pawar; Dr. Prashant Mohite and Mrs. Smita Salavi
5.	Student Support and Progression	Dr. Gauri Shinde and Dr. Smita Pande
6.	Governance, Leadership and Management	Dr. Rupali Sheth and Dr. Sursarita Tarlekar
7.	Institutional Values and Best Practices	Dr. Asmita Kulkarni

The copy of revised AQAR was given on 25th October 2023 to all criteria members. The criteria were reviewed along with future planning. It was further decided that to prepare the Code of Conduct as per norms of revised AQAR.

5. Best Practices for second cycle

The discussion was held on the best practices for second cycle along with the connection of the arguments of the meeting held on 12th May 2023. The following two practices were finalized for the second cycle.

- Women empowerment
- Environmental Consciousness and sustainability

6. Any other subject as per the consideration with Principal.

It was decided the second term activities such as Annual Gathering, NSS camp, and Annual Krida Mahotsav should be executed as planned after the Term End Examination of the University.

There was no further subject for discussion. The meeting was concluded by vote of thanks by Chairperson Prin. Dr. Yuvraj Thorat.

Principal

Dr. Yuvraj Thorat

Dr. Rupali Sheth
Coordinator

Internal Quality Assurance Cell
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Dr. Asmita Kulkarni
Asst. to IQAC Coordinator