

Meeting Minutes – [MAR- MAY 2016]

Meeting Information			
Objective:	To Feedback Analysis and plan the activities for next Academic Year		
Date:	16/6/2016	Location:	College Hall
Time:	9.30 am	Meeting Type:	Concluding Meeting
Called By:	Principal Dr. S.K.Pole	Facilitator:	Dr. D.R. Patil
Timekeeper:	Mr. R. M. Shelke	Note Taker:	Dr. Y. R. Thorat
Submitted by:	Ms. C.V. Deokar	Approved by:	Ms. Seema Dhame
Attendees:	Principal Dr.S.K.Pole <i>h.p.k.</i> Dr. Y.R.Thorat <i>Y.R.Thorat</i> Dr.D.R.Patil <i>D.Patil</i> Dr.L.G.Retwade <i>Y.R.Thorat</i> Dr.S.R.Pacharane <i>S.R.Pacharane</i> Ms. C.V. Deokar <i>C.V.Deokar</i> Mr.A.U.Mojad <i>A.U.Mojad</i> Dr.N.G.Jagtap <i>N.G.Jagtap</i> Ms. Seema Dhame <i>Seema Dhame</i>		
Agenda		Presenter	Time Allotted
1.	Review of the minutes of earlier meeting	Dr. D. R. Patil	5 minutes
2.	To collect Articles for College Magazine	Ms.Seema Dhame	10 minutes
3.	Report of Alumni Meeting	Mr. A. E. Kadam	10 minutes
4.	Plan the activities for the next academic year	Dr. S. R. Pacharane	10 minutes
<p>Discussion:</p> <ul style="list-style-type: none"> • Review of the minutes of Earlier Meeting- The IQAC Coordinator narrated the minutes of the earlier meeting. All the members approved and gave consent to the minutes. 			

- To collect Articles for the College Magazine-
The IQAC suggested that students should have an opportunity to exercise their talent in writing skills. The college magazine would offer a good platform for creativity and originality of the students. The magazine committee would collect poems, articles & stories from the students to be published in the college magazine.
- Report of Alumni Meeting-
Mr. A. E. Kadam reported to the IQAC about the Alumni meetings organized during the year. Feedback from the Alumni was taken to support the student services. A detailed report of the meeting would be send to the Principal.
- Plan the activities for the next academic year-
IQAC suggested that all the Committee Heads and Department Heads should plan the activities for the next academic year. Workload allotment and time table for the next academic year should be planned. More weightage should be given to certificate courses and skill development courses of the students. Motivation should be given to the students to participate in Sports and extra-curricular activities.

New Action Items		Responsible	Due Date
1	Plan for Skill Development Programs to be organized next year.	Ms.Pratima Pardeshi	15/4/2016

Other Notes & Information

Admission Committee to be formed to provide guidance to students during admissions and special subjects to be selected.


PRINCIPAL

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