

## **IQAC Meeting Minutes (16<sup>th</sup> October, 2015)**

IQAC meeting has been conducted on 16<sup>th</sup> October, 2015 at 01:00 p.m. with following members in the Research Room.

- Principal Madam welcomed the guests and stated the purpose of IQAC and its importance in NAAC.
- Principal Madam gave details of new initiatives taken by IQAC in the current academic year.
- Co-ordinator gave details of activities conducted by IQAC.
- Lecture and Subject Plan reviews along with academic diaries for teachers were further streamlined this year to enhance the quality of teaching-learning.
- Mr. Nilesh Chatterjee suggested that the college should identify the students who are really interested in these activities.
- Mr. Sachin Shukla advised that you should crystalise your goals and come with VSP.
- Mr. Nilesh also said that the main task of college is to impart knowledge i.e. teaching, so instead of doing that many co-curricular activities college should concentrate on actual teaching and improvement in teaching-learning process.
- Identify the need and requirements of students and introduce activities according to core competencies.
- College can motivate the teachers by announcing – *“Teacher of the month”* or *“Best Performer”* or same way to motivate.
- Since the college has good tangible assets in terms of buildings, its intangible assets i.e. service and quality has to be improved.
- It is suggested by the team that college should form group of students and send them to best colleges in their respective stream in the city.
- Students should collect information from best colleges out of which best practice should be identified and adapted.
- Success stories to be highlighted.
- Teachers should take initiatives on their own to improve their performance.
- Outside class manners and soft skill training to be given to students.
- Adopt future plans as per the impact and outreach of activities taken up earlier. Our BBI alumni Swapnil Indurkar submitted a list of suggestions.

Following members were present:

**Chairperson** – Dr. Sangeeta Kohli

**Co-ordinator** – Dr. Sujata Khadilkar

**Members:-** Ms. Aarti Nayak

Mr. Sanam Pawar

Mr. Ravi Kosgi

Ms. Nigaar Patel

Ms. Richa Chaudhary

**Experts:-** Mr. Nilesh Chatterjee

Mr. Sachin Shukla

Mr. Dhamval

Mr. Kamlesh Deokar

Mr. Chintan

Mr. Swapnil Indurkar

Dr. Mulay and Mr. Vimal Mehta could not attend the meeting.