

M. U. College of Commerce, Pimpri, Pune 411017.

June 15, 2020

Notice

Meeting for the IQAC is scheduled on Wednesday, June 17, 2020 at 11 am in the IQAC to discuss the points mentioned in the agenda. Agenda is enclosed for your kind perusal.

Dr. Pushpa Pamnani
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

No.	Name	Sign
1	Dr. Dnyaneshwar Shirode, NAAC Coordinator	
2	Dr. Mrs. V. H. Borgaonkar, Faculty Member: Commerce	
3	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	
4	Dr. Parveen Prasad, Faculty Member: Commerce	
6	Mr. Azhar Khan, Faculty Member: Economics	
7	Mrs. Sunita Desale, Librarian	
8	Dr. Deepa Nathwani, Faculty Member: Commerce	
9	Dr. Rekha Chetwani, Faculty Member: Commerce	
10	Ms. Asmita Bhagat, Faculty Member: BBA	
11	Mrs. Bijal Thakkar, Faculty Member: BBA-CA	
12	Mr. Mangesh Argade, Office Representative	
13	Mr. Amit Kachare, Office Representative	
14	Ms. Poonam Kishinchandani, Management Representative	
15	Dr. Ravi Ahuja, Local Society Member	
16	Ms. Shalu Ramnani, Alumni Representative	
17	Ms. Khusboo Sachdev, Student Representative	
18	Mr. Ravi Yawalkar, Industry Representative	
19	Mr. Narain Punjabi, Industry Representative	

M. U. College of Commerce, Pimpri, Pune 411017.

June 15, 2020

Agenda

1. Confirmation of the minutes of the previous meeting held on March 10, 2020.
2. Discussion on Academic Calendar for the year 2020-2021.
3. Review of the institute's performance in the previous academic year.
4. Review of the activities held between March 10 and June 16, 2020.
5. Discussion on possibility of holding different short term courses and webinars in the academic year.
6. Discuss the repairs and maintenance related issues for seamless functioning of the college throughout the academic year 2020-21.
7. Any other business with the permission of the chair.

Dr. Pushpa Pamnani
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

Minutes of IQAC Meeting – 1

The first meeting of IQAC for the Academic Year 2020-2021 was held on June 17, 2020 in IQAC at 11:00 a.m.

1. The minutes of the previous meeting held on March 10, 2020 were read and confirmed.
2. The Academic Calendar was discussed and a rough plan regarding internal examinations, co-curricular and extra-curricular activities was devised. Teachers were advised to use their discretion in terms of each of these activities.
3. The university was yet to conduct examinations for any of the classes due to pandemic. As per the directives of the college authorities, the teaching had already begun from June 15, 2020. It was done to ensure that no teaching days were lost. The students were promoted to the next class based on an undertaking of their admission being provisional.
4. Campus placement in I-Raymond Auto Components was held on June 01, 2020. Two students, Ms. Bincy Abraham and Mrs. Deepali Walke, were placed in the company. A two day national webinar was conducted under the aegis of NSS titled 'Role of NSS: COVID 19 Crisis and Post-Pandemic Action Plan' on June 02-03, 2020. NSS volunteers prepared and distributed masks, adopted families for the purpose of spreading awareness about Covid 19 and extended possible support. The College Management and the alumni purchased oxygen concentrators to help the Covid patients looking at the dire need of such medical equipment. All teachers attended online FDPs and webinars on subject specific as well as use of technology in education.
5. It was decided that a national webinar on 'Mutual Funds' in association with National Institute of Securities Market be held in the month of August. It was also decided that during the same month a guest lecture on 'Tax Audit' be held. A Short Term Course on 'Issue of Shares and Debentures' was underway and it was taught by one of our internal faculties, Dr. Pushpa Pamnani. It was decided to introduce new short term courses from the current academic year. Compulsory credit courses will be taught as per the university directives. Covid 19 left many

financially challenged hence it was decided to invite applications from the needy students for financial support. In addition to this, the teachers expressed their willingness to support such other students.

6. It was decided to build a good internet capacity for effective online teaching. As a direct action, it was decided to change the service provider from Tata to BSNL. It was also decided to move to optic fiber technology with a massive change in bandwidth from 5 mbps to 100 mbps.
7. The meeting ended with the thanks to the chair.

No.	Name	Sign
1	Dr. Vinita Basantani, Officiating Principal	
2	Dr. Dnyaneshwar Shirode, NAAC Coordinator	
3	Dr. Mrs. V. H. Borgaonkar, Faculty Member: Commerce	
4	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	
5	Dr. Parveen Prasad, Faculty Member: Commerce	-----
6	Dr. O Sivaraman, Faculty Member: Commerce	-----
7	Mr. Azhar Khan, Faculty Member: Economics	
8	Mrs. Sunita Desale, Librarian	
9	Dr. Deepa Nathwani, Faculty Member: Commerce	
10	Dr. Rekha Chetwani, Faculty Member: Commerce	-----
11	Ms. Asmita Bhagat, Faculty Member: BBA	
12	Mrs. Bijal Thakkar, Faculty Member: BBA-CA	
13	Mr. Mangesh Argade, Office Representative	-----
14	Mr. Amit Kachare, Office Representative	-----
15	Ms. Poonam Kishinchandani, Management Representative	
16	Dr. Ravi Ahuja, Local Society Member	
17	Ms. Shalu Ramnani, Alumni Representative	
18	Ms. Khusboo Sachdev, Student Representative	
19	Mr. Ravi Yawalkar, Industry Representative	
20	Mr. Narain Punjabi, Industry Representative	
21	Dr. Pushpa Pamnani, IQAC Coordinator	

M. U. College of Commerce, Pimpri, Pune 411017.

September 11, 2020

Notice

Meeting of the IQAC is scheduled on Thursday, September 16, 2020 at 11 a.m. in the Seminar Hall to discuss the points mentioned in the agenda enclosed herewith.

Dr. Pushpa Pamnani
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

No.	Name	Sign
1.	Dr. Dnyaneshwar Shirode, NAAC Coordinator	
2.	Dr. Mrs. V. H. Borgaonkar, Faculty Member: Commerce	
3.	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	
4.	Dr. Parveen Prasad, Faculty Member: Commerce	
6.	Mr. Azhar Khan, Faculty Member: Economics	
7.	Mrs. Sunita Desale, Librarian	
8.	Dr. Deepa Nathwani, Faculty Member: Commerce	
9.	Dr. Rekha Chetwani, Faculty Member: Commerce	
10.	Ms. Asmita Bhagat, Faculty Member: BBA	
11.	Mrs. Bijal Thakkar, Faculty Member: BBA-CA	
12.	Mr. Mangesh Argade, Office Representative	
13.	Mr. Amit Kachare, Office Representative	
14.	Ms. Poonam Kishinchandani, Management Representative	
15.	Dr. Ravi Ahuja, Local Society Member	
16.	Ms. Shalu Ramnani, Alumni Representative	
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18.	Mr. Ravi Yawalkar, Industry Representative	
19.	Mr. Narain Punjabi, Industry Representative	

M. U. College of Commerce, Pimpri, Pune 411017.

September 11, 2020

Agenda

1. Confirmation of the minutes of the previous meeting held on June 17, 2020.
2. Discussion on Criterion 1, 2 and 3 of AQAR.
3. Review of the activities conducted in the last quarter i.e. from June 17, 2020 to September 15, 2020.
4. Discussion on Continuous Evaluation for students.
5. Discussion on arranging lectures that support academic endeavors of the teachers.
6. Discussion on holding workshops/short term courses on topics related to Health, Branding etc.
7. Discussion on activities to be conducted under NSS and Students' Welfare.
8. Any other business with the permission of the chair.

Dr. Pushpa Pamnani
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

September 16, 2020

Minutes of IQAC Meeting – 2

The second meeting of IQAC for the Academic Year 2020-2021 was held on September 16, 2020 in the seminar hall at 11:00 a.m.

1. The minutes of the previous meeting held on June 17, 2020 were read and confirmed.
2. The questions under the AQAR under criterion 1, 2 and 3 were read and those areas where college needs to devote more efforts were identified. The teachers were asked to prepare criterion assigned to them based on the questions of the last year's AQAR. They were also directed to collect documents supporting their claims in AQAR.
3. A number of activities were taken in the first quarter of the academic year 2020-2021. A gist of those activities includes –
 - i. National webinar on 'Mutual Funds – Insights' was organized on August 16, 2020 in association with National Institute of Securities Market. A total of 289 participants from all across India participated in the webinar. The NISM faculty addressed the participants.
 - ii. A short term course on 'Issue of Shares and Debentures' was launched. It was to span between 15/06/2020 and 07/07/2020.
 - iii. Awareness course in 'Recent Amendments in Companies Act' started on September 16, 2020.
4. Suggestions regarding the conduct of examination, especially against the background of delayed start to the academic year, were invited. It was decided that the teachers would decide their own pattern of evaluation in addition to at least one common examination in each subject to be conducted through the examination department of the college. The entire process would be in conformity with the requirements of the Savitribai Phule Pune University.

5. It was decided to enlarge the scope of activities to be conducted in the college. These activities should be organised to upskill the existing capabilities of the students in various subjects.
6. It was decided to explore the possibility of holding workshops/short term courses on Image branding, Google tools, and a faculty development programme in life skills in the quarter under consideration i.e. between September and December 2020. Mrs Sunita Desale, Librarian, to coordinate workshop/short term course in Google tools. Mrs Asmita Bhagat and Ms Chaturthi Shetty to coordinate workshop/short term course in Image Branding.
7. NSS, as a platform to reach the society and pick up issues pertaining to society, was entrusted with various tasks of awareness creation on related issues. It was decided to hold various tasks like blood donation camp, Quiz on Indian Constitution on Constitution Day and Celebration of National Education Day.
8. A number of issues such as students' attendance in online classes, their attention in the class, their mental health and need to counsel them on related issues were discussed. A suggestion was made to hold some programmes touching these areas and a serious consideration to the same was decided to be given. Separate sessions for career and psychological counselling were decided to be held in October, November and December, 2020.
9. The meeting ended with thanks to the chair.

No.	Name	Sign
1	Dr. Vinita Basantani, Officiating Principal	
2	Dr. Dnyaneshwar Shirode, NAAC Coordinator	
3	Dr. Mrs. V. H. Borgaonkar, Faculty Member: Commerce	
4	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	-----
5	Dr. Parveen Prasad, Faculty Member: Commerce	
7	Mr. Azhar Khan, Faculty Member: Economics	
8	Mrs. Sunita Desale, Librarian	
9	Dr. Deepa Nathwani, Faculty Member: Commerce	
10	Dr. Rekha Chetwani, Faculty Member: Commerce	
11	Ms. Asmita Bhagat, Faculty Member: BBA	

12	Mrs. Bijal Thakkar, Faculty Member: BBA-CA	
13	Mr. Mangesh Argade, Office Representative	-----
14	Mr. Amit Kachare, Office Representative	
15	Ms. Poonam Kishinchandani, Management Representative	
16	Dr. Ravi Ahuja, Local Society Member	
17	Ms. Shalu Ramnani, Alumni Representative	
18	Ms. Khusboo Sachdev, Student Representative	
19	Mr. Ravi Yawalkar, Industry Representative	
20	Mr. Narain Punjabi, Industry Representative	
21	Dr. Pushpa Pamnani, IQAC Coordinator	

M. U. College of Commerce, Pimpri, Pune 411017.

January 01, 2021

Notice

Meeting of the IQAC is scheduled on Saturday, January 02, 2021 at 12:00 noon in the Seminar Hall to discuss the points mentioned in the agenda enclosed herewith.

Azhar Khan
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

No.	Name	Sign
1.	Dr. Mrs. V. H. Borgaonkar, Faculty Member: Commerce	
2.	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	
3.	Dr. Pushpa Pamnani, Faculty Member: Commerce	
4.	Dr. Rekha Chetwani, Faculty Member: Commerce	
5.	Dr. Deepa Nathwani, Faculty Member: Commerce	
6.	Dr. Ajit Gaikwad, Faculty Member: Economics	
7.	Mrs. Sunita Desale, Librarian	
8.	Dr. Dnyaneshwar Shirode, Faculty Member: English	
9.	Dr. Mrs. Leena Modi, NSS Program Coordinator	
10.	Ms. Asmita Bhagat, Faculty Member: BBA	
11.	Mrs. Bijal Thakkar, Faculty Member: BBA-CA	
12.	Ms. Poonam Kishinchandani, Management Representative	
13.	Mr. Mangesh Argade, Administrative Officer	
14.	Mr. Amit Kachare, Administrative Officer	
15.	Mr. Ravi Ahuja, Nominee from local society	
16.	Mr. Khushboo Sachdev, Student Representative	
17.	Mr. Ravi Yawalkar, Nominee from Employers stakeholders and industrialist	
18.	Mr. Narain Punjabi, Nominee from Employers stakeholders and industrialist	
19.	Ms. Shalu Ramnani, Alumni Representative	

M. U. College of Commerce, Pimpri, Pune 411017.

January 01, 2021

Agenda

1. Confirmation of the minutes of the previous meeting held on September 16, 2020.
2. Induction of new members of the IQAC Committee
3. Discussion on completing AQAR for the academic year 2019-20.
4. Review of the activities conducted in the last quarter i.e. from September 13 to December 31, 2020.
5. Discussion on arranging special lectures to support academic endeavors of the teachers.
6. Discussion on holding workshop on Budget Session 2021-2022 and webinar on Covid- 19 Vaccination
7. Discussion on starting various short term and certificate courses to comply with CBCS
8. Discussion on activities to be conducted under NSS, Vidyarthini Manch and Students' Welfare.
9. Any other business with the permission of the chair.

Azhar Khan
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

Minutes of IQAC Meeting – 3

Meeting of IQAC for the third quarter of the Academic Year 2020-2021 was held on January 02, 2021 in Seminar Hall at 12:00 noon.

1. The minutes of the previous meeting held on September 16, 2020 were read and confirmed.
2. New members of the IQAC were inducted and were welcomed by the principal.
3. It was decided that the new and the old members of the IQAC would work together and shall complete the AQAR by March 15, 2021. It was decided that criterion wise meetings would be held regularly to acquire information for AQAR. Alongside these meetings, different teams would be collecting and compiling the documents that are needed to support the AQAR disclosures.
4. Review of activities that were conducted in the previous quarter was taken. Workshops/short term courses on Image Branding, Google Tools, Behavioral Skills, Su Jok Therapy, Recent amendments in the companies Act, Understanding Financial Statements and Accounting, Powerful presence for success, Developing leadership skills, Search Engine Optimization (SEO) and Software Testing were conducted. A number of guest lectures on the topics related to goal setting, wellbeing and time management, web based application of office activities were held. Induction meet for first year students for all the programmes was conducted.
5. Teachers were directed to conduct at least one lecture of an expert who has professional experience and special knowledge in the areas that are most challenging in the syllabus. Each subject teacher would not only identify such challenging topic but also an expert who could guide the students over such a topic.
6. It was decided that a panel discussion on budget be held in association with CMRS Associates & LLP. It was decided that an intercollegiate webinar on Covid 19 Vaccination: Facts and Myths in association with Smart Sarathi PCMC be conducted.

7. It was decided to start short term courses on:

- a) Grammar and Vocabulary development
- b) Goods and Service Tax Act
- c) Entrepreneurship Development
- d) Happiness Quotient: Career and Wellness and
- e) Digital Marketing.

It was decided to start compulsory credit course in value education, skill development "retailing", and environmental studies for the programmes under CBCS.

8. It was decided to conduct the following activities under the aegis of NSS, Vidyarthini Manch and Students' welfare.

- a) Blood donation camp in association with an outside agency
- b) A pledge on National Voters' Day (January 25)
- c) International Women's day and related activities.
- d) Guest lecture on rights of minorities.
- e) Counselling on anger management

9. The meeting ended with thanks to the chair

No.	Name	Sign
1	Dr. Vinita Basantani, Officiating Principal	
2	Dr. Dnyaneshwar Shirode, NAAC Coordinator	
3	Dr. Mrs. V. H. Borgaonkar, Faculty Member: Commerce	
4	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	
5	Dr. Parveen Prasad, Faculty Member: Commerce	
7	Dr. Pushpa Pamnani, Faculty Member: Commerce	
8	Mrs. Sunita Desale, Librarian	
9	Dr. Deepa Nathwani, Faculty Member: Commerce	
10	Dr. Rekha Chetwani, Faculty Member: Commerce	
11	Ms. Asmita Bhagat, Faculty Member: BBA	
12	Mrs. Bijal Thakkar, Faculty Member: BBA-CA	
13	Mr. Mangesh Argade, Office Representative	-----

14	Mr. Amit Kachare, Office Representative	
15	Ms. Poonam Kishinchandani, Management Representative	
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17	Ms. Shalu Ramnani, Alumni Representative	
18	Ms. Khusboo Sachdev, Student Representative	
19	Mr. Ravi Yawalkar, Industry Representative	
20	Mr. Narain Punjabi, Industry Representative	
21	Mr. Azhar Khan, IQAC Coordinator	

M. U. College of Commerce, Pimpri, Pune 411017.

March 30, 2021

Notice

Meeting of the IQAC is scheduled on Wednesday, March 31, 2021 at 12:00 noon in the Seminar Hall to discuss the points mentioned in the agenda enclosed herewith.

Mr. Azhar Khan
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

No.	Name	Sign
1.	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	
2.	Dr. Pushpa Pamnani, Faculty Member: Commerce	
3.	Dr. Rekha Chetwani, Faculty Member: Commerce	
4.	Dr. Deepa Nathwani, Faculty Member: Commerce	
5.	Dr. Ajit Gaikwad, Faculty Member: Economics	
6.	Mrs. Sunita Desale, Librarian	
7.	Dr. Dnyaneshwar Shirode, Faculty Member: English	
8.	Dr. Mrs. Leena Modi, NSS Program Coordinator	
9.	Ms. Asmita Bhagat, Faculty Member: BBA	
10.	Mrs. Bijal Thakkar, Faculty Member: BBA-CA	
11.	Ms. Poonam Kishinchandani, Management Representative	
12.	Mr. Mangesh Argade, Administrative Officer	
13.	Mr. Amit Kachare, Administrative Officer	
14.	Mr. Ravi Ahuja, Nominee from local society	
15.	Mr. Khushboo Sachdev, Student Representative	
16.	Mr. Ravi Yawalkar, Nominee from Employers stakeholders and industrialist	
17.	Mr. Narain Punjabi, Nominee from Employers stakeholders and industrialist	
18.	Ms. Shalu Ramnani, Alumni Representative	

M. U. College of Commerce, Pimpri, Pune 411017.

March 30, 2021

Agenda

1. Confirmation of the minutes of the previous meeting held on January 02, 2021.
2. Discussion on completing AQAR for the academic year 2019-20.
3. Review of the activities conducted in the last quarter i.e. from January 01, 2021 to March 30, 2021
4. Discussion on arranging lectures that support academic endeavours of the teachers.
5. Discussion on holding sessions on career counselling.
6. Discussion on conduct of compulsory credit course of the university.
7. Any other business with the permission of the chair.

Mr. Azhar Khan
IQAC Coordinator

Dr. Vinita Basantani
Officiating Principal

M. U. College of Commerce, Pimpri, Pune 411017.

March 31, 2021

Minutes of IQAC Meeting – 4

The last meeting of IQAC for the Academic Year 2020-2021 was held on March 31, 2021 in Seminar Hall at 12:00 noon.

1. The minutes of the previous meeting held on January 02, 2021 were read and confirmed.
2. Keeping in mind the intermittent functioning of the college due to Covid and to comply with the deadline for submission of AQAR all the criteria were discussed with each criterion head and its team. Each criterion head was entrusted with the task of completing the criterion inputs before April 30, 2021 and support the same with documentary evidences.
3. Review of activities that were conducted in the previous quarter was taken.
 - i. A number of guest lectures were conducted on the topics related to curriculum.
 - ii. A number of short term courses were completed and the courses include: `Happiness Quotient: Career and Wellness, Recent Trends in Cost Accounting, Goods and Service Tax Act, Digital Marketing.
 - iii. A number of credit courses recommended by the university were introduced to the students. They include Skill Development "Retailing", Human Rights, Environmental Studies and Value Education.
 - iv. Blood donation camp was organised in association with Red Plus Blood Bank, Pune.
 - v. Panel discussion on Budget 2021-22 and Intercollegiate Webinar on Covid -19 Vaccination: Facts and Myths was conducted in association with Smart Sarathi Team PCMC. College Alumni conducted various lectures for the students.
A number of activities were conducted for generating general awareness among the students and supporting the personality development.
4. A review of the guest lectures held in the past was taken. Need of such guest lectures was assessed. It was found that students were benefitting from external sources of learning and hence the need to continue with such guest lectures was emphasized and need to hold subject wise guest lectures was stressed.

5. Career counseling sessions on how to prepare for NET and SET/ CET/Bank exams/UPSC and MPSC were decided to be organized. It was decided to schedule a campus placement drive for final year students of all programmes.
6. Implementation of Academic Credit courses in 'Introduction to the Constitution of India', 'Environmental Awareness' 'Democracy, Election and Governance' 'Cyber Security' and 'Employability enhancement course", introduced by the University was discussed. It was decided to induct external experts to teach these courses.
7. Under any other business the chair apprised the staff about the workshop that was held on March 13, 2021 on 'Financial Literacy' in the college.
8. The meeting ended with thanks to the chair

No.	Name	Sign
1	Dr. Vinita Basantani, Officiating Principal	
2	Dr. Dnyaneshwar Shirode, NAAC Coordinator	
3	Mr. Shakur Sayyad, Director of Phy. Edu. & Sports	
4	Dr. Parveen Prasad, Faculty Member: Commerce	
5	Dr. Pushpa Pamnani, Faculty Member: Commerce	
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