Audyogik Shikshan Mandal's
College of Commerce, Science & Information Technology
(ID.No. PU/PN/SC/160/2001)
(Affiliated to Savitribai Phule Pune University & Recognized by Govt. of Maharashtra)
S. No. 29/1+2A, Behind Sterling Honda, Pune-Mumbai Highway, Pimpri, Pune-411018
E-mail ID: csit@asmedu.org   Website: www.csitedu.org   Tel:(020) 6651700

Date: 16/09/2023

<u>**Notice**</u>

To,
Committee Member,
IQAC,
ASM's College of Commerce, Science and Information Technology
Pimpri, Pune-18.

Subject: Notification & Agenda of IQAC meeting.

Dear Sir/ Madam,

   You are requested to attend the meeting of Internal Quality Assurance Cell (IQAC). The details of the meeting are as follows:

   Date: 16th September 2023
   Day: Saturday
   Time: 2.00 p.m.
   Venue: Mini Auditorium ASM's CSIT

The agenda for the meeting is as follows:

❖ To read and confirm the minutes of last IQAC Meeting.

❖ To discuss enhance the quality of education.

❖ To take review of activities conducted in the college till date.

❖ To discuss the Feedback analysis for A.Y. 2023-24.

❖ To discuss any other issue/ subject mentioned by any member of committee.

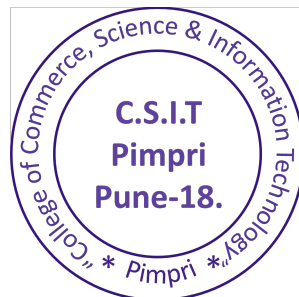❖ To set target attainment level for all courses and all programmes.

You are kindly requested to attend the same.

Thanking you,

Yours sincerely,

Asst. Prof. Sarita Goyal
IQAC Coordinator

Principal
College of Commerce, Science &
Information Technology
S. No. 29/1+2A, Pune-Mumbai Highway,
Pimpri, Pune - 411 018.

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Date: 16/09/2023

IQAC - Minutes of Meeting

Date: **16th September 2023**

Time: **02:00 PM**

Venue: **Mini Auditorium ASM's CSIT**

Following Members were present for the meeting.

Sr. No.	Name	Designation
1	**Dr. Lalit J. Kanore**, Principal, CSIT	Chairman
2	**Dr. S. J. Bokephode,** Director ASM's IPS	Management Representative
3	**Mrs. Priya Janjalkar** CEO	Member
4	**Mrs. Trupti Kadam** Teacher Representative	Member
5	**Dr. C. D. Sonawane** Teacher Representative	Member
6	**Mr. Babasaheb Chandekar** Administrative Officer	Member
7	**Mr.Amar Gaikwad** Administrative Officer	Member
8	**Mr. Akshay Barge** Local Society Member	Member
9	**Ms. Soumya Shinde** Student Nominee	Member
10	**Mr. Vaibhav Aher** Alumni	Member
11	**Mr. Umesh** Employer Nominee	Member
12	**Mr. Sanket Gadge** Industrialists	Member
13	**Mr. Sachin Shinde** Stakeholders Nominee	Member
14	**Mrs. Sarita Goyal** IQAC co-ordinator	Member Secretary

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Item 1: To read and confirm the minutes of last IQAC Meeting.

Member Secretary presented draft of minute's previous meeting and the same was confirmed unanimously by all committee members

Item 2: To discuss enhance the quality of education.

All IQAC members discussed on enhancing the quality of education.

1. Providing training workshops and seminars for faculty members to enhance teaching methodologies and skills.
2. Providing training workshops and seminars for faculty members to enhance teaching methodologies and skills.
3. Providing training workshops and seminars for faculty members to enhance teaching methodologies and skills.

Item 3: To take review of activities conducted in the college till date.

Prof. Shreekant Mahajan presented report of conduction and implementation of planned academic activities as per the academic calendar and remedial action taken to bridge the gap between planning and implementation of activities.

Prof. Sarika Shinde, CEO presented report of CCE's conducted by course teachers.

Item 4: To discuss the Feedback analysis for A.Y. 2023-24.

All HOD discussed the feedback received from students, faculty and staff for the academic year 2023-24. Various aspects including teaching quality, infrastructure, student support and curriculum were reviewed. Positive feedback was noted regarding interactive teaching methods and accessibility of resources. Action items were identified to address the feedback including infrastructure improvements, faculty training and enhancing student support services.

Item 5: To set target attainment level for all courses and all programs.

Detailed discussion held on for the target attainment level to be set for the A.Y. 2023-24. It was unanimously decided to set target attainment level 2.

Proposed by: Prof. Sarita Goyal
Seconded by: Dr. Lalit Kanore

Item 6: To discuss any other issue/ subject mentioned by any member of committee.
No additional subject was discussed in meeting. Co-ordinator proposed vote of thanks.

IQAC Co-ordinator

The minutes of the last meeting is confirmed.