

Shri. Akola Gujrati Samaj  
Smt. Maherbanu College of Science & Commerce , Akola  
Internal Quality Assurance Cell  
2021-22

2021-22

**NOTICE**

Date:22/06/2021

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Monday, 28<sup>th</sup> June., 2021 at 11:30 a.m. in the office of the Principal to discuss the following agenda.

**AGENDA**

- 1) To approve minutes of the last meeting.
- 2) To discuss regarding admission process of UG.
- 3) Any other matter with the permission of the chair.



  
Principal  
Smt. Maherbanu College of  
Science & Commerce, Akola

**Shri. Akola Gujarati Samaj**  
**Smt. Maherbanu College of Science & Commerce , Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

**Minutes of the Meeting**

The meeting of the IQAC was held on Monday, 28<sup>th</sup> June., 2021 at 11:30 a.m. in the office of the Principal. The following members were present in the meeting.

1) Dr.S.P. Shingrup, Principal	Chairperson
2) Shri. Dipenbhai Shah	President
3) Shri.Sureshbhai Vora	Representative of Management
4) Shri. Narendrabhai Patel	Secretary
5) Shri.Kanubhai Sayani	Representative of Industry
6) Ms. Quddusa Farooqui	Representative of Teaching Staff
7) Ms. Kesar Gagnani	-----"Do"-----
8) Ms. Rakhi Malhi	-----"Do"-----
9)Dr. Mayur Malviya	-----"Do"-----
10) Shri Vaibhav Joshi	Representative of Administrative Staff
11)Ms.Avani Kulkarni	Co-ordinator,IQAC

The agenda of the meeting was as follows:

- 1) To approve minutes of the last meeting.
- 2) To discuss regarding admission process of UG.
- 3) Any other matter with the permission of the chair.



**Item no. 1 of the agenda:** To approve minutes of the last meeting: The minutes of the last meeting was read out by the coordinator and was approved by all the members.

**Itemno.2oftheagenda:** To discuss regarding admission process of UG for the smooth functioning of admission process prospectus committee, admission committee and **Parent Teacher Interaction** committee was formed.

**Item no. 3 of the agenda:** Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

### **ActionTaken**

- 1) For the smooth functioning of admission process prospectus committee, admission committee and parent teacher interaction committee was formed.

**Place:**Akola

**Date:**28/06/2021



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj**  
**Smt. Maherbanu College of Science & Commerce, Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

---

**NOTICE**

**Date: 06/08/2021**

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 07<sup>th</sup> Aug. 2021 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

**AGENDA**

- 1) To approve minutes of the last meeting.
- 2) To discuss the academic session plan.
- 3) Any other matter with the permission of the chair.



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujarati Samaj**  
**Smt. Maherbanu College of Science & Commerce, Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

**Minutes of the Meeting**

The meeting of the IQAC was held on Saturday, 07<sup>th</sup> Aug, 2021 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1) Dr.S.P. Shingrup, Principal	Chairperson
2) Shri. Dipenbhai Shah	President
3) Shri.Sureshbhai Vora	Representative of Management
4) Shri. Narendrabhai Patel	Secretary
5) Shri.Kanubhai Sayani	Representative of Industry
6) Ms. Quddusa Farooqui	Representative of Teaching Staff
7) Ms. Kesar Gagnani	-----"Do"-----
8) Ms. Rakhi Malhi	-----"Do"-----
9) Dr. Mayur Malviya	-----"Do"-----
10) Shri Vaibhav Joshi	Representative of Administrative Staff
11)Ms.Avani Kulkarni	Co-ordinator, IQAC

**The agenda of the meeting was as follows:**

- 1) To approve minutes of the last meeting.
- 2) To prepare agenda for college activity Ankur.
- 3) Any other matter with the permission of the chair.

**Item no. 1 of the agenda:** To approve minutes of the last meeting: The minutes of the last meeting was read out by the coordinator and was approved by all the members.

**Item no. 2 of the agenda:** To prepare agenda for college activity Ankur.

Every year first event of college is Ankur where poster and model presentation competition is held for students, and guest lecture is planned.



**Item no. 3 of the agenda:** Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

**Action Taken**

For poster and model presentation competition a theme was decided and date and theme of Ankur was shared on students group. Also a guest lecture was decided to guide students on the related theme, letter of invitation prepared and given to the guest lecturer.

**Place:** Akola

**Date:** 07/08/2021



  
**Principal**  
**Smt. Mahabhanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj**  
**Smt. Maherbanu College of Science & Commerce , Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

---

**NOTICE**


**Date:14/10/2021**

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 16<sup>th</sup> Oct., 2021 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

**AGENDA**

- 1) To approve minutes of the last meeting.
- 2) To discuss about the event Maherbazar.
- 3) Any other matter with the permission of the chair.



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj**  
**Smt. Maherbanu College of Science & Commerce , Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

**Minutes of the Meeting**

The meeting of the IQAC was held on Saturday, 16<sup>th</sup> Oct., 2021 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1) Dr.S.P. Shingrup, Principal	Chairperson
2) Shri. Dipenbhai Shah	President
3) Shri.Sureshbhai Vora	Representative of Management
4) Shri. Narendrabhai Patel	Secretary
5) Shri.Kanubhai Sayani	Representative of Industry
6) Ms. Quddusa Farooqui	Representative of Teaching Staff
7) Ms. Kesar Gagnani	-----"Do"-----
8) Ms. Rakhi Malhi	-----"Do"-----
9) Dr. Mayur Malviya	-----"Do"-----
10) Shri Vaibhav Joshi	Representative of Administrative Staff
11)Ms.Avani Kulkarni	Co-ordinator, IQAC

**The agenda of the meeting was as follows:**

- 1) To approve minutes of the last meeting.
- 2) To discuss about the event Maherbazar .
- 3) Any other matter with the permission of the chair.

**Itemno.1oftheagenda:** To approve minutes of the last meeting:

The minutes of the last meeting was read out by the coordinator and was approved by all the members.



**Item no. 2 of the agenda:** To discuss about the event Maherbazar:

The other important event of the college Maherbazar conducted every year, an exhibition cum sale activity, agenda was prepared for this event.

**Item no. 3 of the agenda:** Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

### **Action Taken**

For the event of Maherbazar students and teachers committee was formed, theme was decided, students entry taken and inaugurator for the event was finalized.

**Place:** Akola

**Date:** 16<sup>th</sup> Oct., 2021



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj  
Smt. Maherbanu College of Science & Commerce, Akola  
Internal Quality Assurance Cell  
2021-22**

---

**NOTICE**

Date: 31/12/2021

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Friday 31<sup>st</sup> Dec., 2021 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

**AGENDA**

- 1) To approve minutes of the last meeting.
- 2) To discuss the university examinations and second session beginning.
- 3) Any other matter with the permission of the chair.



  
**Principal**  
**Smt. Maherbanu College of  
Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj**  
**Smt. Maherbanu College of Science & Commerce, Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

---

**Minutes of the Meeting**

The meeting of the IQAC was held on Friday, 31<sup>st</sup> Dec., 2021 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1) Dr.S.P. Shingrup,Principal	Chairperson
2) Shri. Dipenbhai Shah	President
3) Shri.Sureshbhai Vora	Representative of Management
4) Shri. Narendrabhai Patel	Secretary
5) Shri.Kanubhai Sayani	Representative of Industry
6) Ms. Quddusa Farooqui	Representative of Teaching Staff
7) Ms. Kesar Gagnani	-----"Do"-----
8) Ms. Rakhi Malhi	-----"Do"-----
9)Dr. Mayur Malviya	-----"Do"-----
10) Shri Vaibhav Joshi	Representative of Administrative Staff
11)Ms.Avani Kulkarni	Co-ordinator, IQAC

**The agenda of the meeting was as follows:**

- 1) To approve minutes of the last meeting.
- 2) To discuss the university examinations and second session beginning.
- 3) Any other matter with the permission of the chair.

**Item no.1 of the agenda:** To approve minutes of the last meeting:

The minutes of the last meeting was read out by the coordinator and was approved by all the members.



- 1) **Item no.2 of the agenda:** To discuss the university examinations and second session beginning.

Students hall tickets for university examination distributed, and scheduled for university practical were finalized and strategies for second session was discussed.

**Item no. 3 of the agenda:** Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

**Action Taken**

Student's hall tickets for university examination distributed, and scheduled for university practical were finalized and strategies for second session was discussed.

**Place:** Akola

**Date:** 31<sup>th</sup> Dec., 2021



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj**  
**Smt. Maherbanu College of Science & Commerce , Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

---

**NOTICE**

**Date:05/02/2022**

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday 5<sup>th</sup> Feb., 2022 at 11:00a.m. in the office of the Principal to discuss the following agenda.

**AGENDA**

- 1) To approve minutes of the last meeting.
- 2) To prepare agenda for annual events Maher varsha and Maher Rocks.
- 3) Any other matter with the permission of the chair.



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj**  
**Smt. Maherbanu College of Science & Commerce, Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

**Minutes of the Meeting**

The meeting of the IQAC was held on Saturday 5<sup>th</sup> Feb., 2022 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1) Dr.S.P. Shingrup,Principal	Chairperson
2) Shri. Dipenbhai Shah	President
3) Shri.Sureshbhai Vora	Representative of Management
4) Shri. Narendrabhai Patel	Secretary
5) Shri.Kanubhai Sayani	Representative of Industry
6) Ms. Quddusa Farooqui	Representative of Teaching Staff
7) Ms. Kesar Gagnani	-----"Do"-----
8) Ms. Rakhi Malhi	-----"Do"-----
9)Dr. Mayur Malviya	-----"Do"-----
10) Shri Vaibhav Joshi	Representative of Administrative Staff
11)Ms.Avani Kulkarni	Co-ordinator, IQAC

**The agenda of the meeting was as follows:**

1. To approve minutes of the last meeting.
2. To prepare agenda for annual events Maher varsha and Maher Rocks
3. Any other matter with the permission of the chair.

**Item no.1of the agenda:** To approve minutes of the last meeting:

The minutes of the last meeting was read out by the coordinator and was approved by all the members.



**Item no.2 of the agenda:** To prepare agenda for annual events Maher varsha and Maher Rocks:

Theme was finalized for Mahervarsha and Maher Rocks, Keynote speaker and chief guest were finalized.

**Item no. 3 of the agenda:** Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

### Action Taken

Invitation was given to the keynote speaker and chief guest for Maher Varsha and for Maher Rocks various committees were formed and duties were assigned.

**Place:** Akola

**Date:** 5<sup>th</sup> Feb., 2022



  
**Principal**  
**Smt. Mahabenu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujarati Samaj**  
**Smt. Maherbanu College of Science & Commerce, Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

---

**NOTICE**

**Date: 30/04/2022**

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 30<sup>th</sup> April, 2022 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

**AGENDA**

1. To approve minutes of the last meeting.
2. To prepare agenda for upcoming pre- university examination and university practical.
3. Any other matter with the permission of the chair.



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**

**Shri. Akola Gujrati Samaj**  
**Smt. Maherbanu College of Science & Commerce, Akola**  
**Internal Quality Assurance Cell**  
**2021-22**

**Minutes of the Meeting**

The meeting of the IQAC was held on Wednesday, 30<sup>th</sup> Apr., 2022 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1) Dr.S.P. Shingrup,Principal	Chairperson
2) Shri. Dipenbhai Shah	President
3) Shri.Sureshbhai Vora	Representative of Management
4) Shri. Narendrabhai Patel	Secretary
5) Shri.Kanubhai Sayani	Representative of Industry
6) Ms. Quddusa Farooqui	Representative of Teaching Staff
7) Ms. Kesar Gagnani	-----"Do"-----
8) Ms. Rakhi Malhi	-----"Do"-----
9)Dr. Mayur Malviya	-----"Do"-----
10) Shri Vaibhav Joshi	Representative of Administrative Staff
11)Ms.Avani Kulkarni	Co-ordinator, IQAC

The agenda of the meeting was as follows:

1. To approve minutes of the last meeting.
2. Any other matter with the permission of the chair.
4. To prepare agenda for upcoming pre-university examination and university practical.

**Item no.1of the agenda:** To approve minutes of the last meeting: The minutes of the last meeting was read out by the co-ordinator and was approved by all the members.

1. **Item no.2of the agenda:** To prepare agenda for upcoming pre university examination and university practical.



Time table and Invigilation chart were prepared and conveyed to respective faculty and students group.

**Item no. 3 of the agenda:** Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

**Action Taken**

Time table and Invigilation chart were prepared and conveyed to respective faculty and students group.

**Place:** Akola

**Date:**30/04/2022



  
**Principal**  
**Smt. Maherbanu College of**  
**Science & Commerce, Akola**