

Shri Akola Gujarati Samaj
Smt. Maherbanu College of Science and Commerce, Akola
Internal Quality Assurance Cell
2019-20

NOTICE

Date: 12/06/2019

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 15th June, 2019 at 11:00 a.m. in the office of the Management to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) To discuss about organizing online induction program for BBA, BCA Ist Year students.
- 3) Any other matter with the permission of the chair.




Principal
Smt. Maherbanu College of
Science & Commerce, Akola

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2019-20

Minutes of the Meeting

The meeting of the IQAC was held on Saturday, 15th June, 2019 at 11:00 a.m. in the office of the Management. The following members were present in the meeting.

| | |
|-------------------------------|-------------------------------------|
| 1. Dr.SmitaShingrup,Principal | Chairperson |
| 2. Shri Dipenbhai Shah | President |
| 3. Shri SureshbhaiVora | RepresentativeofManagement |
| 4. Shri.Narendrabahi Patel | Secretary |
| 5. Shri.KanubhaiSayani | Representative of Industry |
| 6. Ms. QuddusaFarooqui | RepresentativeofTeachingStaff |
| 7.Ms. KesarGagnani | -----"Do"----- |
| 8.Ms. RakhiMalhi | -----"Do"----- |
| 9. Dr. MayurMalviya | -----"Do"----- |
| 10.ShriVaibhav Joshi | RepresentativeofAdministrativeStaff |
| 11. Ms. Avani Kulkarni | Co-ordinator,IQAC |

Theagendaofthemeetingwasasfollows:

1. To approve minutes of the last meeting.
2. To discuss about organizing on line induction program for BBA, BCA Ist Year student.
3. Anyothermatterwiththepermissionofthechair.

Itemno.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 allthe members.

Itemno.2oftheagenda:To discuss about organizing online Induction Program for BBA, BCA I Year students

"Cultural Activities and Students Welfare Committee" organized the Online Induction Program for BBA, BCA Iyear students on Tuesday, 09th July, 2019.The students were successfully inducted by the Principal of the college.



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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

The students were guided regarding the studies and their overall development. They were successfully inducted online by the Principal of the college.

Place: Akola

Date: 24/06/2019


Principal
Smt. Maherbanu College of
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NOTICE

Date: 20/08/2019

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 24th August, 2019 at 11:00 a.m. in the office of the Management to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) To discuss methodologies for online conduction of classes and examination.
- 3) Any other matter with the permission of the chair.




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Minutes of the Meeting

The meeting of the IQAC was held on 24th August, 2019 at 10:00 a.m. in the office of Management. The following members were present in the meeting.

| | |
|---|--|
| 1. Dr. Smita 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 methodologies for online conduction of classes and examination.
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 discuss methodologies for online conduction of classes and examination.

Various aspects were considered and discussed regarding the conduction of classes via suitable platform. This would enable the students to continue their studies and also ensure safety regarding health concerns during pandemic.

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.



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Action Taken

It was decided that the classes will be conducted online via Google Meet platform. This was done to ensure safety regarding health concerns during pandemic.

Place: Akola

Date: 26/08/2019




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NOTICE

Date: 19/10/2019

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Monday, 21st Oct., 2019 at 11:00 a.m. in the office of the Management to discuss the following agenda.

AGENDA

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




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Minutes of the Meeting

The meeting of the IQAC was held on Monday ,21stOct., 2019 at 11:00a.m.in the office of the Management. The following members were present in the meeting.

| | |
|-------------------------------|--|
| 1. Dr.SmitaShingrup,Principal | Chairperson |
| 2. Shri Dipenbhai Shah | President |
| 3. Shri Sureshbhai Vora | Representative of Management |
| 4. Shri.Narendrabahi 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 approve budget estimate of academic session.
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 co-coordinator and was approved by all the members.

Item no.2 of the agenda: To approve academic plan of academic session.

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.



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Action Taken

Academic plan of academic session for Dept. of BCA, BBA were approved by the Management.

Place: Akola

Date: 23/10/2019




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NOTICE

Date: 23/12/2019

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Tuesday, 24th Dec., 2019 at 11:00 a.m. in the office of the Management to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) To propose Renovation work of Classrooms and other rooms.
- 3) Any other matter with the permission of the chair.




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Minutes of the Meeting

The meeting of the IQAC was held on Tuesday, 24th Dec., 2019 at 11:00 a.m. in the office of the Management. The following members were present in the meeting.

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| 1. Dr. Smita Shingrup, Principal | Chairperson |
| 2. Shri Dipenbhai Shah | President |
| 3. Shri Sureshbhai Vora | Representative of Management |
| 4. Shri. Narendrabahi 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 propose Renovation work of Class Rooms and other rooms.
- 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 co-coordinator and was approved by all the members.



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Item no. 2 of the agenda: Renovation of Classroom and other rooms.

Several factors and requirements were considered regarding Renovation of Classroom and other rooms.

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

It was decided to renovate 4 classrooms, 1 computer lab, 1 women cell (girls common room) and coloring of college building.

Place: Akola

Date: 27/12/2019


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NOTICE

Date: 12/02/2020

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 15th Feb., 2020 at 11:00 a.m. in the office of the Management to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) To discuss implementation of Green Campus Initiative.
- 3) Any other matter with the permission of the chair.




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Minutes of the Meeting

The meeting of the IQAC was held on Saturday, 15th Feb., 2020 at 11:00 a.m. in the office of the Management. The following members were present in the meeting.

| | |
|----------------------------------|--|
| 1. Dr. Smita 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 implementation of Green Campus Initiative.
- 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 co-coordinator and was approved by all the members.

Item no. 2 of the agenda: To discuss implementation of Green Campus Initiative.

The following agenda was prepared for implementation of Green Campus Initiative.

1. Optimum land use
2. Celebrating NO VEHICLE DAY



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3. Rainwater / roof water harvesting has been done in entire campus to increase underground water table.

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

Implementation of Green Campus Initiative has been successfully done which included various initiatives like Optimum land use, celebrating NO VEHICLE DAY and Rainwater / roof water harvesting.

Place: Akola

Date: 20/02/2020




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NOTICE

Date: 07/04/2020

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 11th Apr., 2020 at 11:00 a.m. in the office of the Management to discuss the following agenda.

AGENDA

1. To approve minutes of last meeting
2. To discuss methods to maintain the campus eco-friendly.
3. Any other matter with the permission of the Chair.




Principal
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2019-20

Minutes of the Meeting

The meeting of the IQAC was held on Saturday 11th Apr., 2020 at 11:00 a.m. in the office of the Management. The following members were present for the meeting.

- | | |
|----------------------------------|--|
| 1. Dr. Smita 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 last meeting
2. To discuss methods to maintain the campus eco-friendly.
3. Any other matter with the permission of the Chair.

Co-ordinator of IQAC first welcomed all the members of IQAC and read out agenda of the meeting. The following decision was taken in the meeting.

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

The minutes of the last meeting were read out by the co-ordinator and were approved by all the members.

Item no. 2 of the agenda: To discuss methods to keep the campus eco-friendly.



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Steps needed to be taken for maintaining the eco-friendly environment of campus were considered. Some of them included -Energy conservation, Efforts for Carbon neutrality, Plantation and e-Waste management.

Item no.3 of the agenda: Any other matter with the permission of the chair

As there was no any other matter the meeting ended with vote of thanks with the permission of the chair.

Action Taken

For maintaining the eco-friendly environment of campus, the college has taken all necessary steps for Energy conservation, Carbon neutrality, Plantation and e-Waste management.

Place: Akola

Date: 13/04/2020


Principal
Smt. Maherbanu College of
Science & Commerce, Akola

