

VIVEK EDUCATION SOCIETY'S
VIVEK COLLEGE OF COMMERCE

7th September, 2015

INTERNAL QUALITY ASSURANCE CELL

NOTICE

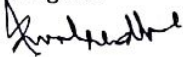
Meeting of all the IQAC members will be held on Saturday 12th September, 2015 at 11.00 a.m. in the college principal's cabin to discuss the following agenda:

AGENDA

1. To pay homage to past-president Shri. Aiyaswamy Sir
2. To Confirm the minutes of the previous meeting
3. To discuss Result Analysis
4. To review of reports of different Committees
5. To discuss Internal & University schedule of examination
6. To discuss Teaching Methodology for week students
7. To discuss Industrial visit for self-financing courses
8. To considered organizing Inter- Collegiate Festivals
9. To analyze Feedback from students
10. To review organization National Conference on Soft skills
11. Any other matter with the permission of Chair

You are requested to make it convenient to attend the meeting.

With warm regards



Prof. Shrikant Marathe
IQAC Co-ordinator

1. Dr. Nandita Roy, Principal, Chairperson 
2. Mr. S. Sriram (Management Representative) 
3. CA. Shashi R. Varma (Stakeholder & Community Representative)
4. Mr. Udaykumar Nadar (Stakeholder & Community Representative) 
5. Mrs. Sushama Madan (Stakeholder & Community Representative) 
6. Mr. Kasilinga Selven (Employers/Industrialist)
7. Dr. Narayan Iyer (External Expert)
8. CA. Amir Tamboli (External Expert) 
9. CA Manoj Pawar (Alumni) 

10. Prof. Mayur Shah (Alumni) Mayur Shah
11. Prof. Neelu Khosla (Teacher Member) Neelu Khosla
12. Prof. Anjali Pathak (Teacher Member) Anjali Pathak
13. Prof. Manisha Naik (Teacher Member) Manisha Naik
14. Prof. CA Pradeep Hathi (Teacher Member) Pradeep Hathi
15. Prof. CA Vandana Ladha (Teacher Member) Vandana Ladha
16. Prof. Aparna Padte (Teacher Member) Aparna Padte
17. Mrs. Bindu Varma (Librarian) Bindu Varma
18. Mrs. Madhura Shinde (Jr. Clerk) Madhura Shinde
19. Mr. Santosh Sangle (Sports Director) Santosh Sangle
20. Mr. Murtaza Kazi (Student Representative) Murtaza Kazi
21. Ms. Varsha Velmurugan (Student Representative) Varsha Velmurugan
22. Prof. CA Shrikant Marathe, IQAC Co-ordinator Shrikant Marathe

VINEK EDUCATION SOCIETY'S
VINEK COLLEGE OF COMMERCE.

Minutes of the meeting of the IQAC held on 12th September, 2015. at 11.00 a.m. at Principal's Cabin. The meeting of the IQAC was held on Saturday, 12th September 2015 at 11.00 a.m. at principal's Cabin. Following members were present:

1. Dr. Nandita Roy, Principal, Chairperson.
2. Mr. S. Sriram (Management Representative)
3. CA. Shashi R. Varma (Stakeholder & Community Representative)
4. Mr. Uday Kumar Nadar (Stakeholder & Community Representative)
5. Mrs. Sushama Madan (Stakeholder & Community Representative) ABSENT
6. Mr. Kasilinga Selven (Employers/Industrialist) ABSENT
7. Dr. Narayan Iyer (External Expert)
8. CA. Amir Tamboli (External Expert) ABSENT
9. CA. Manoj Pawar (Alumni)
10. Prof. Mayur Shah (Alumni)
11. Prof. Neelu Khosla (Teacher Member)
12. Prof. Anjali Pathak (Teacher Member)
13. Prof. Manisha Naik (Teacher Member)
14. Prof. CA. Pradeep Hathi (Teacher Member)
15. Prof. CA. Vandana Ladha (Teacher Member)
16. Prof. Anurupa Padte (Teacher Member)
17. Mrs. Bindu Varma (Librarian)
18. Mrs. Madhura Shinde (Tr. Clerk) ABSENT
19. Mr. Santosh Sangle (Sports Director)
20. Mr. Murtaza Kazi (Student Representative) ABSENT
21. Ms. Varsha Velourugan (Student Representative)
22. Prof. CA. Shrikant Marathe, IQAC Co-ordinator.

Leave of absence was granted to Mrs. Sushama Madan, Mr. Kasilinga Selven, CA. Amir Tamboli, Mrs. Madhura Shinde, Mr. Murtaza Kazi.

prin. Dr. Nandita Roy chaired the meeting.

The proceedings of the Meetings were as follows:

1. **Homage to Past-President:** Principal Dr. Nandita Roy informed the members that ex-president of VES Shri. Aiyaswamy Sir expired In August 2015 due to prolonged illness. His contribution to the institution was explained by President Shri. S Sriram Sir. He further explained the role of Shri. Aiyaswamy Sir in formation of Vivek College of Commerce. Secretary CA Shashi Varma Sir explained about the visionary approach of late Shri. Aiyaswamy Sir. Prof. Neelu Khosla spoke on how minutely Aiyaswamy Sir used to provide attention to even small but important matters of the college. Homage was paid to late Shri. Aiyaswamy Sir by all the members by observing silence for two minutes.
2. **Confirmation of the minutes of the previous meeting:** The minutes of the previous meeting of IQAC held on 27th June, 2015 were read out by Prof. Anjali Pathak. The Minutes were approved by the members.
3. **Result Analysis:** Results for The final semesters of the Academic Year 2014-15 were placed before the meeting by Principal Dr. Nandita Roy. Results of all programs were discussed. The analysis made by HODs/Co-ordinators was discussed. It was expressed by the present members that the teachers should provide attention for further improvement of the students. President Shri S. Sriram Sir expressed the need to increase the passing percentage of all the programs in view of the fall noticed in the results of final semesters of the academic year 2014-15 as compared against those of 2013-14. The result of T.Y.B.Com. had fallen from 87.20% to 79.10%. As the results of other programs also have fallen, he appealed to teacher members to pay special attention for improvement in the results.
4. **Review of reports of different Committees:** IQAC committee reviewed the reports of different committees of the college for setting the benchmarks/parameters for the various academic, administrative, research and extension activities of the college. And to work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities on regular basis. It was discussed that Prof. Neelu Khosla took the reports of the activities conducted in the semester by various committee and associations.
5. **Internal & University schedule of examination:**
College and University Examinations schedule was discussed. Principal explained that all the regulations of the conduct of the examinations are followed.
6. **Teaching Methodology:** It was suggested by Prof. Neelu Khosla to conduct one to one interview with students not faring so well in their term examinations is to be taken up after the result

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declaration of the same post November. Remedial and guidance lectures were advised to be conducted for weak students. It was decided to speak to all the teachers for bringing improvement in the teaching methodology.

7. **Industrial visit for self-financing courses:** Industrial visit for self-financing courses were planned.

The chief-coordinator was instructed to select the tour operator and fix the venue.

8. **Inter- Collegiate Festivals:** Planning and scheduling of Inter-collegiate festivals –“Innovators” and “Festomedia” were done. The details of the Festivals were explained by Prof. CA Pradeep Hathi, Prof. Aparna Padte & Prof. CA Vandana Ladha

9. **Analysis of Feedback from students:** The existing student feedback system was discussed and Teachers were instructed to take feedback of students on performance of the Teachers for their respective Programs for semester 1, 3 and 5 of the self-financing programs. It was stated by IQAC coordinator that the feedback from students of aided section will be obtained at the end of the year as the subjects of teaching of the concern teacher remain the same for both the semester in an academic year.

10. **National Conference on Soft skills:** As suggested in the previous meeting the national conference on “Hard requirement of Soft skills” will be held on 14th September 2015 organized by Business Communication Department. The progress and arrangement of the same was discussed with the concern department. At the same time Law department was suggested to plan for Conference in the second semester of 2015-16.

11. **Any other matter with the permission of Chair:**

The coordinator of IQAC stated that the Annual Quality Assurance Report's (AQAR) for the past years are pending because of shortage of clerical staff. He said that more help is required from the Teaching as well as Non-Teaching Staff member for completion of the work.

12. **Vote of Thanks:** Prof. Shrikant Marathe, Co-ordinator thanked Chairperson Principal Dr. Nandita Roy, President Shri. S. Sriram, Secretary CA Shri. Shashi Varma and all other experts and stakeholders present for the meeting.



IQAC Co-ordinator



Principal

VIVEK EDUCATION SOCIETY'S
VIVEK COLLEGE OF COMMERCE

22nd June, 2015

INTERNAL QUALITY ASSURANCE CELL
NOTICE

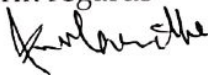
Meeting of all the IQAC members will be held on Saturday 27th June, 2015 at 10.30 a.m. in the Auditorium to discuss the following agenda:

AGENDA




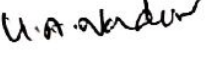
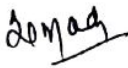
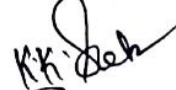

1. To confirm the minutes of the previous meeting.
2. To introduce the new members of IQAC.
3. To discuss functioning of IQAC.
4. To review timetable for admissions.
5. To discuss commencement of additional division of M.Com
6. To review implementation of academic plans.
7. To consider plans for co-curricular & extra-curricular activities.
8. To review analysis of students' feedback.
9. To consider conduct of seminar on soft skills.
10. Any other matter with the permission of Chair.

You are requested to make it convenient to attend the meeting.

With warm regards



Prof. Shrikant Marathe
IQAC Co-ordinator

1. Dr. Nandita Roy, Principal, Chairperson 
2. Mr. S. Sriram (Management Representative) 
3. CA. Shashi R. Varma (Stakeholder & Community Representative) 
4. Mr. Udaykumar Nadar (Community Representative) 
5. Mrs. Sushma Madan (Stakeholder) 
6. Mr. Kasilinga Selven (Employers/Industrialist) 
7. Dr. Narayan Iyer (External Expert) 

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8. CA. Amir Tamboli (External Expert) *Amir*
9. CA Manoj Pawar (Alumni) *Manoj*
10. Prof. Mayur Shah (Alumni) *Mayur Shah*
11. Prof. Neelu Khosla (Teacher Representative) *Neelu*
12. Prof. Anjali Pathak (Teacher Representative) *Anjali*
13. Prof. Manisha Naik (Teacher Representative) *Manisha Naik*
14. Prof. CA Pradeep Hathi (Teacher Representative) *PN Hathi*
15. Prof. CA Vandana Ladha (Teacher Representative) *Vandana Ladha*
16. Prof. Aparna Padte (Teacher Representative) *Aparna Padte*
17. Mrs. Bindu Varma (Librarian) *Bindu*
18. Mrs. Madhura Shinde (Jr. Clerk) *Madhura*
19. Mr. Santosh Sangle (Sports Director) *Santosh Sangle*
20. Mr. Murtaza Kazi (Student Representative) *Murtaza*
21. Ms. Varsha Velmurugan (Student Representative) *Varsha*
22. Prof. CA Shrikant Marathe, IQAC Co-ordinator

VINEK EDUCATION SOCIETY'S
VINEK COLLEGE OF COMMERCE

Minutes of the meeting of the IQAC held on 27th June, 2015 at 10:30 am in the Auditorium. The meeting of the Internal Quality Assurance Cell (IQAC) was held on Saturday, 27th June, 2015 at 10:30 am in the Auditorium. Following members were present:

- 1) Dr. Nandita Roy, Principal, Chairperson.
- 2) Mr. S. Sriram (Management Representative) *SR*
- 3) CA. Shashi R. Varma (Stakeholder & Community Representative) *SR*
- 4) Mr. Uday Kumar Nadar (Community Representative) *U.A. Nadar*
- 5) Mrs. Sushma Madan (Stakeholder) *Sushma*
- 6) Mr. Kasilingas Selven (Employers/Industrialist) *K.K. Selven*
- 7) Dr. Narayan Tyer (External Expert) *Narayan Tyer*
- 8) CA. Amir Tambali (External Expert) *Amir*
- 9) CA Manoj Pawar (Alumni) *Manoj Pawar*
- 10) Prof. Mayur Shah (Alumni) *Mayur Shah*
- 11) Prof. Neelu Khosla (Teacher Representative) ABSENT
- 12) Prof. Anjali Pathak (Teacher Representative) ABSENT
- 13) Prof. Manisha Naik (Teacher Representative) *Manisha Naik*
- 14) Prof. CA Pradeep Hathi (Teacher Representative) *P.N. Hathi*
- 15) Prof. CA Vandana Lachha (Teacher Representative) *Vandana Lachha*
- 16) Prof. Aparna Padte (Teacher Representative) *Aparna Padte*
- 17) Mrs. Bindu Varma (Librarian) ABSENT
- 18) Mrs. Madhura Shinde (Jr. clerk) *Madhura*
- 19) Mr. Santosh Sangale (Sport Director) *Santosh Sangale*
- 20) Mr. Mustafa Kazi (Student Representative) *Mustafa Kazi*
- 21) Ms. Varsha Melmunagan (Student Representative) *Varsha*
- 22) Prof. CA Shrikant Marathe, IQAC Co-ordinator. *Shrikant Marathe*

Leave of absence was granted to Prof. Neelu Khosla, Prof. Anjali Pathak & Mrs. Bindu Varma.

The proceedings of the Meetings were as follows:

1. Welcome: Prin.Dr. Nandita Roy chaired the meeting & welcomed all members.
2. Confirmation of the minutes of the previous meeting: The minutes of the previous meeting of IQAC held on 25th April, 2015 were read out by Prof. CA Pradeep Hathi in the meeting and the same were approved.
3. Formation of IQAC for the year 2015-16: Principal Dr. Nandita Roy mentioned about new members joining the IQAC this year. These new members were:
 - i. Shri. Santosh Sangle
 - ii. Prof. Mayur Shah
 - iii. CA. Amir Tamboli
 - iv. Mr. Kasilinga Selven
 - v. Ms. Varsha Velmurugan
 - vi. Mr. Murtaza Kazi

Principal Dr. Roy introduced the new members to others in the Committee.

4. Functioning of IQAC: For the information of all members, Prof. Shrikant Marathe read out the extracts from the publication by NAAC entitled "Guidelines for the creation of the Internal Quality Assurance Cell (IQAC) in Accredited Institutions" referring to the significance of IQAC and its functioning. He mentioned that IQAC is required to function within the scope as laid down by NAAC.
5. Admissions: The detailed Time Table in respect of Admissions of First year was discussed and taken note of. Principal Dr. Roy gave the details of admissions of second year and third year for UG courses.

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6. **Additional division of M.Com:** Principal informed that one additional division of M.Com (Accountancy) of Part II is started in academic year 2015-16 as a natural growth of the division commenced in the year 2014-15. The members expressed satisfaction over this extension of post-graduation class.

7. **Academic plans:**

Principal informed that the Teaching Plans were started to be implemented for S.Y. and T.Y. and for M.Com. Part II & M.Sc. Part II. However, the F.Y. and M.com & M.Sc. Part I Teaching plans shall be implemented as soon as respective classes begin.

8. **Co-curricular & extra-curricular activities for the current academic year :**

- a. Prof. Shrikant Marathe presented the academic calendar for the current academic year.
- b. Prof. Manisha Naik circulated the List of Committees for college activities for the year 2015-16. Members were briefed about the action plans of various committees and associations.

It was stated by President of VES Shri. S. Sriram that the students should take more & more initiatives for various activities and the teachers should guide appropriately.

- c. The need to conduct the programmes on Intellectual Property Rights was expressed by Hon. Secretary CA. Shri. Shashi Varma.
- d. Dr. Narayan Iyer said that the teachers be encouraged to participate more in seminars & workshops. The teachers also should focus more on research activities. President Shri. Sriram supported the views of Dr. Narayan. The matter was discussed further and it was expressed that the Principal, IQAC Co-ordinator and IQAC teachers would speak to other teachers on this issue. Mr. Udaykumar Nadar suggested that some topics of research activities may be suggested by IQAC members to the teachers for research work.

9. Analysis of Feedback from students: Prof. Shrikant Marathe stated that the feedback of students on performance of the teachers and on the College Infrastructure obtained last year i.e. 2014-15, was needed to be analyzed. For this work, the help from the office was required, he said.
10. National Conference on Soft skills: Principal Dr. Roy suggested that the seminar on Soft Skills be conducted. She expressed this as of need in view of the suggestions made by the peer team of NAAC in previous accreditation visit. Accordingly, it was decided to suggest Business Communication Department to conduct such workshop. It was also decided that the IQAC teachers will help the Business Communication Department for the said Workshop.
11. Any other matter with the permission of Chair: Prof. Shrikant Marathe informed the members that the data for the year 2012-13 was reprocessed for the purpose of AQAR for the year as the format of reporting was changed. He hoped to complete the work at the earliest.
12. Vote of Thanks: Prof. Shrikant Marathe, Co-ordinator thanked Chairperson Principal Dr. Nandita Roy, President Shri. S. Sriram, Secretary CA Shri. Shashi Varma and all other experts and stakeholders present for the meeting.



IQAC Co-ordinator



Principal

VIVEK EDUCATION SOCIETY'S
VIVEK COLLEGE OF COMMERCE

8th December, 2015

INTERNAL QUALITY ASSURANCE CELL

NOTICE

- Meeting of all the IQAC members will be held on Saturday, 12th December, 2015 at 05.30 pm in the college auditorium to discuss the following agenda:

AGENDA




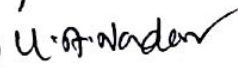





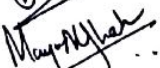
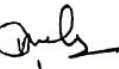



1. To confirm the minutes of the previous meeting
2. To discuss about extension Activities of NSS
3. To discuss about the Activities of College
4. To discuss about National Conference on "E-commerce and legal Issues"
5. To discuss about importance of Research Programme
6. Any other matter with the permission of Chair.

- You are requested to make it convenient to attend the meeting.

With warm regards



Prof. Shrikant Marathe
IQAC Co-ordinator

1. Dr. Nandita Roy, Principal, Chairperson 
2. Mr. S. Sriram (Management Representative) 
3. CA. Shashi R. Varma (Stakeholder & Community Representative) 
4. Mr. Udaykumar Nadar (Stakeholder & Community Representative) 
5. Mrs. Sushama Madan (Stakeholder & Community Representative) 
6. Mr. Kasilinga Selven (Employers/Industrialist) 
7. Dr. Narayan Iyer (External Expert) 
8. CA. Amir Tamboli (External Expert) 
9. CA Manoj Pawar (Alumni) 
10. Prof. Mayur Shah (Alumni) 
11. Prof. Neelu Khosla (Teacher Member) 
12. Prof. Anjali Pathak (Teacher Member) 
13. Prof. Manisha Naik (Teacher Member) 
14. Prof. CA Pradeep Hathi (Teacher Member) 

15. Prof. CA Vandana Ladha (Teacher Member) Vandana Ladha
16. Prof. Aparna Padte (Teacher Member) Aparna Padte
17. Mrs. Bindu Varma (Librarian) Bindu Varma
18. Mrs. Madhura Shinde (Jr. Clerk) Madhura Shinde
19. Mr. Santosh Sangle (Sports Director) Santosh Sangle
20. Mr. Murtaza Kazi (Student Representative) Murtaza Kazi
21. Ms. Varsha Velmurugan (Student Representative) Varsha Velmurugan
22. Prof. CA Shrikant Marathe, IQAC Co-ordinator Shrikant Marathe

Minutes of the meeting of the IQAC held on 12th December, 2015, at 5:30 pm at College Auditorium. The meeting of the IQAC was held on Saturday, 12th December, 2015 at 5:30 pm at college Auditorium. Following members were present.

- 1) Dr. Mandita Ray, Principal, chairperson. *NR*
- 2) Mr. S. Sriram (Management Representative) *M*
- 3) CA. Shashi R. Varma (Stakeholder & Community Representative) *S*
- 4) Mr. Udaykumar Nadar (Stakeholder & Community Representative) *U. N. Nadar*
- 5) Mrs. Sushama Madan (Stakeholder & Community Representative) *Sushama*
- 6) Mr. Kasilinga Selven (Employers/Industrialist) ABSENT
- 7) Dr. Narayan Iyer (External Expert) *Narayan Iyer*
- 8) CA. Amir Tamboli (External Expert) *Amir*
- 9) CA Manoj Pawar (Alumni) ABSENT
- 10) Prof. Mayur Shah (Alumni) ABSENT
- 11) Prof. Neelu Khosla (Teacher Member)
- 12) Prof. Anjali Pathak (Teacher Member) *Anjali*
- 13) Prof. Manisha Naik (Teacher Member) ABSENT
- 14) Prof. CA Baddeep Hathi (Teacher Member) *PN Naik*
- 15) Prof. CA Vandana Ladha (Teacher Member) *Vandana Ladha*
- 16) Prof. Aruna Padte (Teacher Member) *Aruna*
- 17) Mrs. Bindu Varma (Librarian) *Bindu*
- 18) Mrs. Madhura Shinde (Tr. Clerk) *Madhura*
- 19) Mr. Santosh Sangle (Sport Director) ABSENT
- 20) Mr. Murtazi Kazi (Student Representative) *Murtazi*
- 21) Ms. Varsha Velmurugan (Student Representative) *Varsha*
- 22) Prof. CA Shrikant Marathe, IQAC Co-ordinator. *Shrikant*

Leave of absence was granted to prof. Manisha Naik, Mr. Kasilinga Selven, Prof. Mayur Shah, CA Manoj Pawar & Mr. Santosh Sangle.

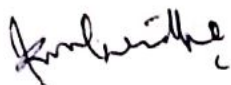
Prof. CA Shrikant Marathe, Co-ordinator, welcomed all members for the meeting.

Prin. Dr. Nandita Roy chaired the meeting.

The proceedings of the Meetings were as follows:

1. **Confirmation of the minutes of the previous meeting:** The minutes of the meeting held on 12th September 2015 were read out by Prof. Aparna Padte and the same were approved.
2. **Discussion about NSS Activities:** Prof. Anjali Pathak informed about several extension activities of NSS and also about the proposed camp of NSS at the village Nandore, District Thane. Happiness was expressed over the work done by NSS team by President Shri. Sriram Sir and all present members.
3. **Discussion about the College Activities:** Prof. Neelu Khosla explained about the forthcoming events of the college such as Annual Day, Sports Day, Annual Prize Distribution, Book Exhibition and Farewell Function, etc.
4. **National Conference on "E-commerce and legal Issues":** As suggested in the previous meeting, the date for national conference on "E-commerce and legal Issues" was finalized by Law department to be held on 13th February 2016. The progress and arrangement of the same were discussed with the concern department.
5. **Research Programme:** Principal Dr. Nandita Roy, talked about the importance of research in academics. She urged the members to attract more research projects and extended support towards enriching research programme in the college.
6. **Any other matter with the permission of Chair:**
 - a. Librarian Mrs. Bindu Varma informed that the books costing Rs.3,31,425/- were distributed under the book bank scheme this year. President appreciated the functioning of book bank scheme.
 - b. Mr. Udaykumar Nadar and Mrs. Sushama Madan appreciated the Waste Paper Management project conducted by NSS.

Vote of Thanks: Prof. CA Shrikant Marathe, Co-ordinator thanked Chairperson Principal Dr. Nandita Roy, President Shri. S. Sriram, Secretary CA Shri. Shashi Varma and all other experts and stakeholders present for the meeting.



IQAC Co-ordinator



Principal

**VIVEK EDUCATION SOCIETY'S
VIVEK COLLEGE OF COMMERCE**

4th April, 2016

INTERNAL QUALITY ASSURANCE CELL

NOTICE

Meeting of all the IQAC members will be held on Saturday, 9th April, 2016 at 11.00 a.m. in the college auditorium to discuss the following agenda:




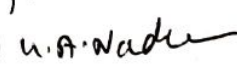
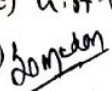
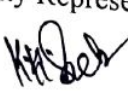
AGENDA




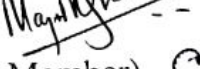



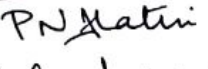
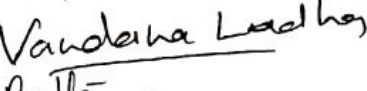



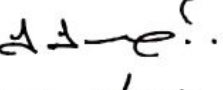

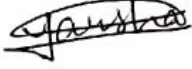

1. To Confirm the minutes of the previous meeting
2. To discuss prospectus of the next year
3. To discuss the Internal & University Exam Schedule
4. To discuss the AQAR for academic year 2012-13
5. To review conduct of National Conference on "E-Commerce and Legal Issues
6. To review conduct of Faculty Development Programme on "Intellectual Property Rights
7. To review Academic Calendar
8. To discuss about the result analysis
9. To discuss MOU with IDF
10. To analyze the Feedback from students
11. To discuss about the changes in syllabus for next academic year
12. To discuss about Budget for the academic year 2016-17
13. To review workshops and seminars
14. To discuss about Preparation of formats
15. Any other matter with the permission of Chair.

You are requested to make it convenient to attend the meeting.

With warm regards


Prof. Shrikant Marathe
IQAC Co-ordinator

1. Dr. Nandita Roy, Principal, Chairperson 
2. Mr. S. Sriram (Management Representative) 
3. CA. Shashi R. Varma (Stakeholder & Community Representative) 
4. Mr. Udaykumar Nadar (Stakeholder & Community Representative) 
5. Mrs. Sushama Madan (Stakeholder & Community Representative) 
6. Mr. Kasilinga Selven (Employers/Industrialist) 

7. Dr. Narayan Iyer (External Expert) 
8. CA. Amir Tamboli (External Expert) 
9. CA Manoj Pawar (Alumni) 
10. Prof. Mayur Shah (Alumni) 
11. Prof. Neelu Khosla (Teacher Member) 
12. Prof. Anjali Pathak (Teacher Member) 
13. Prof. Manisha Naik (Teacher Member) 
14. Prof. CA Pradeep Hathi (Teacher Member) 
15. Prof. CA Vandana Ladha (Teacher Member) 
16. Prof. Aparna Padte (Teacher Member) 
17. Mrs. Bindu Varma (Librarian) 
18. Mrs. Madhura Shinde (Jr. Clerk) 
19. Mr. Santosh Sangle (Sports Director) 
20. Mr. Murtaza Kazi (Student Representative) 
21. Ms. Varsha Velmurugan (Student Representative) 
22. Prof. CA Shrikant Marathe, IQAC Co-ordinator 

VINEK EDUCATION SOCIETY'S
VINEK COLLEGE OF COMMERCE.

Minutes of the meeting of the IQAC held on 9th April 2016 at 11:00 am at college Auditorium. A meeting of the IQAC was held on Saturday, 9th April, 2016 at 11 a.m. at College Auditorium. Following members were present:

- ① Dr. Nandita Roy, Principal, Chairperson. NR
- ② Mr. S. Sriram (Management Representative) M
- ③ CA. Shashi R. Varma (Stakeholder & Community Representative) S
- ④ Mr. Udaykumar Nadar (Stakeholder & Community Representative) ABSENT
- ⑤ Mrs. Sushama Madan (Stakeholder & Community Representative) Sushama
- ⑥ Mr. Kasilinga Selven (Employers/Industrialist) ABSENT
- ⑦ Dr. Narayan Tyer (External Expert) Narayan Tyer
- ⑧ CA. Amir Tamboli (External Expert) Amir
- ⑨ CA Manoj Pawar (Alumni) Manoj
- ⑩ Prof. Mayur Shah (Alumni) Mayur Shah
- ⑪ Prof. Neelu Khosla (Teacher Member)
- ⑫ Prof. Anjali Pathak (Teacher Member) ABSENT
- ⑬ Prof. Manisha Naik (Teacher Member) ABSENT
- ⑭ Prof. CA Pradeep Hathi (Teacher Member) Pradeep Hathi
- ⑮ Prof. CA Vandana Ladha (Teacher Member) Vandana Ladha
- ⑯ Prof. Aparna Padke (Teacher Member) Aparna Padke
- ⑰ Mrs. Bindu Varma (Librarian) Bindu
- ⑱ Mrs. Madheira Shinde (Tr. Clerk) Madheira
- ⑲ Mr. Santosh Sangle (Sports Director) Santosh
- ⑳ Mr. Murtaza Kazi (Student Representative) Murtaza
- ㉑ Ms. Varsha Velmurugan (Student Representative) Varsha
- ㉒ Prof. CA Shrikant Marathe, IQAC co-ordinator Shrikant Marathe

Leave of absence was granted to Mr. Udaykumar Nadar, Mr. Kasilinga Selven, Prof. Anjali Pathak, Prof. Manisha Naik.

Prin. Dr. Nandita Roy chaired the meeting.

The proceedings of the Meetings were as follows :

- Prof. CA Shrikant Marathe, Co-ordinator, welcomed all members for the meeting.
1. **Confirmation of the minutes of the previous meeting:** The minutes of the meeting of Teacher members of IQAC and the principal held on 12th December 2015 were circulated to the members by Prof. Shrikant Marathe, Co-ordinator. Minutes was placed before the meeting and the same were approved. The IQAC Co-ordinator informed the members that AQAR for the Academic Year 2012-13 is in progress.
2. **Prospectus:** Preparation of prospectus for the next academic year 2016-17 and the respective in-charges were instructed to do the work before the academic session starts.
3. **Internal & University Exam Schedule:** Prof. Shrikant Marathe took a report on the preparation for examination for its smooth conducting. Also suggested to ensure that proper arrangements have been made as college is a centre for University exam too.
4. **The AQAR for academic year 2012-13:** Prof. Shrikant Marathe informed the members that the AQAR for academic year 2012-13 was ready. He circulated the copies there of among all the members of the committee for their review. All the members were requested to give their suggestions, if any within next one week so as to make appropriate changes.
5. **National Conference on "E-Commerce and Legal Issues:** The National conference on "E-Commerce and Legal Issues" was successfully held on 13th February 2016 by Law department with good feedback from the participants.
6. **Faculty Development Programme on "Intellectual Property Rights:** Staff Academy organized a Faculty Development Programme on "Intellectual Property Rights" on 31st March 2016. The Success and benefits of same were discussed by the members.
7. **Academic Calender:** Academic calendar prepared by all department for the next year 2016-17 was taken note of.
8. **Discussion about the results:** Results of all programs were discussed. The analysis made by HODs/Co-ordinators was discussed. It was expressed by the present members that the teachers should provide attention for further improvement of the students.
9. **MOU with IDF:** MOU with IDF and Vivek College is due for renewal. Principal Dr. Roy informed that the College is well supported by the Indian Development

Foundation for the social extension activities. Hence it is appropriate to renew the MOU with IDF for the social activities.

10. **Feedback from students:** The existing student feedback system was discussed and Teachers were instructed to take feedback for their respective Programs for Sem 2, 4 and 6.
11. **The changes in syllabus for next academic year:** Principal Dr. Roy informed the members that there will be revision in the syllabi of several programs in the next academic year i.e. 2016-17. She assured the committee that the teachers will do the needful for the implementation of the changes in the syllabi. The teachers were informed to suggest reference book to be purchased for library purpose. _
12. **Budget for the academic year 2016-17:** The Budget for the academic year 2016-17 was placed before the meeting, the details of the budget were explained by Prof. CA Pradeep Hathi and same was approved in the meeting.
13. **Workshops and Seminars:** The details of seminars and workshops attended were presented in the meeting which was comparatively much more as compared to earlier years. President Shri. S. Sriram appreciated the teachers' participation in the same. He asserted that the teacher's empowerment will certainly benefit the students in short run as well as long run.
14. **Preparation of formats:** IQAC decided to prepare formats for collecting data to update the files based on SSR/AQAR formats.
15. **Any other matter with the permission of Chair:** Prof. Neelu Khosla reported about the campus placement drives conducted during the year. The present members expressed happiness over our students getting placed by eminent organization such as Infosys, Capgemini, etc.
16. **Vote of Thanks:** Prof. Shrikant Marathe, Co-ordinator thanked Chairperson Principal Dr. Nandita Roy, President Shri. S. Sriram Sir, Secretary CA Shashi Varma Sir and all other experts and stakeholders present for the meeting. President Shri. S. Sriram Sir thanked all the members of the IQAC for their continued support during the year.



IQAC Co-ordinator



Principal