


Internal Quality Assurance Cell (IQAC) Meeting Agenda


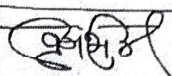
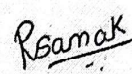
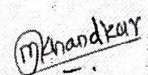

Date: 23/05/2024

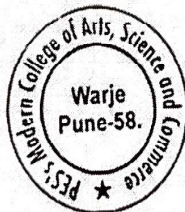
1. **Welcome and Introduction**
 - o Welcome address by the Principal
 - o Introduction of new members
2. **Approval of Previous Meeting Minutes**
 - o Review and approval of minutes from the last IQAC meeting
3. **Agenda Items**
 - o **Item 1: Initiation of the NAAC Process**
 - Discussion on the steps required to initiate the NAAC accreditation process.
 - o **Item 2: Allocation of Criteria-wise Responsibilities**
 - Assignment of specific criteria responsibilities to faculty members.
 - o **Item 3: Submission of IQA**
 - Discussion on the submission of the Institutional Information for Quality Assessment (IQA) before the deadline of 30th June 2024.
 - o **Item 4: Following the Old Assessment Process for NAAC**
 - Deliberation on adhering to the old assessment process for NAAC accreditation.
 - o **Item 5: Preparation of the Self-Study Report (SSR)**
 - Commencement of SSR preparation starting from 1st July 2024.
 - o **Item 6: Emphasis on Digital Admission Process**
 - Ensuring the effective use of the college management software 'Vridhhi' for a systematic digital admission process.
4. **Any Other Point of Discussion**
 - o Any other additional items or urgent matters
5. **Conclusion**
 - o Summarizing the decisions made
 - o Setting the date for the next meeting
6. **Adjournment**




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Attendance for IQAC Meeting scheduled on 22nd May 2024

Sr. No.	Name of the Faculty	Signature
1.	Dr. Varsha Bapat	
2.	Mrs. Vrushali Bhurke	
3.	Ms. Priya Samak	
4.	Ms. Mugdha Khandkar	
5.	Ms. Swarali Suryawanshi	



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Minutes of the IQAC Meeting

Date: 24/5/24

Members Present:

1. **Welcome and Introduction**
 - o The meeting commenced with a welcome address by the Principal, who greeted all members and introduced new participants.
2. **Approval of Previous Meeting Minutes**
 - o The minutes of the previous meeting were reviewed and unanimously approved.
3. **Agenda Items**
 - o **Item 1: Initiation of the NAAC Process**
 - The committee discussed the steps necessary to initiate the NAAC accreditation process.
 - Resolution: The NAAC process initiation was approved and a timeline will be established.
 - o **Item 2: Allocation of Criteria-wise Responsibilities**
 - Specific criteria responsibilities were assigned to various faculty members to ensure thorough preparation.
 - Resolution: A detailed list of criteria assignments was agreed upon and will be circulated.
 - o **Item 3: Submission of IIQA**
 - The importance of submitting the Institutional Information for Quality Assessment (IIQA) before 30th June 2024 was emphasized.
 - Resolution: The submission process will commence immediately with a target completion date set for mid-June.
 - o **Item 4: Following the Old Assessment Process for NAAC**
 - The committee deliberated on the merits of adhering to the old assessment process for NAAC accreditation.
 - Resolution: It was decided to follow the old assessment process, and relevant documentation will be prepared accordingly.
 - o **Item 5: Preparation of the Self-Study Report (SSR)**
 - Preparation of the SSR was discussed, with a start date of 1st July 2024.
 - Resolution: Teams will be formed to begin SSR preparation, with regular progress reviews scheduled.
 - o **Item 6: Emphasis on Digital Admission Process**
 - The committee discussed the importance of using the 'Vridhhi' software for a systematic digital admission process.
 - Resolution: Training sessions for the 'Vridhhi' software will be organized to ensure its efficient use during admissions.




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4. Any Other :

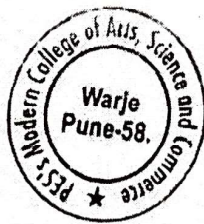
- o No additional items were raised.


5. Conclusion

- o The Principal summarized the decisions made during the meeting and thanked all members for their contributions.
- o The date for the next meeting was tentatively set.

6. Adjournment

- o The meeting was adjourned with mutual consent.




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