

**Mahatma Education Society's  
Pillai College of Arts, Commerce & Science  
New Panvel**

**4<sup>th</sup> March, 2017**

**Notice**

A meeting of the members of the IQAC will be held on 6th March, 2017 in the Principals Cabin at 11.30 a.m. to discuss the following agenda:

1. Preparation of consolidated Departmental/Association Report
2. Discussion of the report to be submitted to NAAC criteria-wise
3. Date for submission of Final Draft to the Principal and the Advisory Committee
4. Preparation of consolidated Departmental/Association Report
5. IQAC team for 2017-2018
6. Any other matter with the permission of the Chair



**Dr. Aarti Sukheja**

**IQAC**

## **MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> MARCH, 2017**

### **Agenda I**

#### **Preparation of consolidated Departmental/Association Report**

The Chair directed Prof. BhavanaParab to prepare consolidated report of all departments and associations. Prof. BhavanaParab shared that all the reports submitted to IQAC were prepared in the new format prepared by IQAC and shared with all faculty members. She further added that the new format adequately reflected all the parameters in which NAAC expected higher education institutions to perform. Prof. BhavanaParab confirmed that by 20<sup>th</sup> March, 2017, consolidated report would be ready.

### **Agenda II**

#### **Discussion of the report to be submitted to NAAC criteria-wise**

Deliberations took place on the report to be submitted to NAAC criteria-wise. It was discussed that the five core values as outlined by NAAC must be kept in mind while planning activities and preparing reports. In conformity with the goals and mission of the institution, the institution may also add to these its own core values. The Chair discussed the five core values around which activities must be carried out: contributing to national development, fostering global competencies among students, inculcating a value system among students, promoting the use of technology and quest for excellence.

### **Agenda III**

#### **Date for submission of Final Draft to the Principal and the Advisory Committee**

The Chair announced that the IQAC team must submit the Final Draft of AQAR to the Principal and the Advisory Committee on 7th April, 2017

## **Agenda IV**

### **IQAC team for 2017-2018**

In conformance with the requirement of NAAC, Pillai College of Arts, Commerce & Science has formed an IQAC with the following members:

- |                                      |  |
|--------------------------------------|--|
| <b>1. Head of the Institution:</b>   | Dr. Daphne Pillai  |
| <b>2. Faculty:</b>                   | Dr.AartiSukheja (Co-ordinator)<br>Ms. BhavanaParab( Co Co-ordinator)<br>Mrs. Kiran Deshmukh<br>Dr.RinkooShantnu<br>Mrs. Monali Ray<br>Mrs. Prerna Sharma<br>Mrs. Abida Khan<br>Mrs. Deepika Sharma<br>Dr.Gajanan Wader<br>Mrs. Jennie Prajith<br>Mrs. BinduRajaguru<br>Mr. Shabab Rizvi<br>Dr.SeemaSomani<br>Ms. Alpana Sharma |
| <b>1. Librarian:</b>                 | Mr. Sanjay Munnavalli  |
| <b>2. Administrative Staff:</b>      | Mr. Sunil Nair (Registrar)<br>Mrs. Rajani Suresh (Senior Clerk)  |
| <b>3. Technical Staff:</b>           | Mr. Rajesh Menon (Hardware Section Manager)<br>Mr. Krishnakumar (Hardware Section Asst. Manager)   |
| <b>4. Students</b>                   | Ms. Daniel Simon (T.Y.B.Com. A)<br>Mr. Samson Alex (T.Y.I.T.)<br>Mr. Harsh Hemant Kumar (S.Y.B.M.M.)   |
| <b>5. Management Representatives</b> | Mr. Gopalakrishnan Pillai (Secretary)  |
| <b>6. Alumni</b>                     | Mr. Himanshu Pandya (Chartered Accountant)<br>Mr. KedarSoman (Advocate, Bombay High Court)   |

**7. Other Stakeholders**

Mr. Vidyadhar Godbole (Father of our student  
Ms. Janhavi Godbole, S.Y.F.M.)

Mr. K. Muraleedharan (Father of our student  
Mr. Amrutesh Muraleedharan, T.Y.B.Com.A)

**8. External Experts**

Dr. S.T. Gadade (Principal, C.K.T. College,  
Panvel)

Dr. Sally Enos (Principal, Pillai College of  
Education & Research, New Panvel (West))

**9. Employers/ Industrialists**

Mrs. Anjana Varma (HR Head, Wipro, Pune)

Mrs. Jaspreet Walia (HR Head, Infosys, Pune)

**10. NAAC Advisory Committee**

Prof. A.N. Kutty

Dr. Smitha Jayaram

**Agenda V**

**Any other matter with the permission of the chair.**

As there was no other matter the meeting ended with thanks to the Chair.

  
A.A. Sukheja

**Dr. Aarti Sukheja**

**IQAC**