



Hirwal Education Trust's
College of Computer Science and Information Technology
(Affiliated to Mumbai University)

Minutes of the Meeting of Internal Quality Assurance Cell

Meeting of the IQAC with was held at IQAC room on 10th December, 2018 at 3.00 p.m.

Following members attended the meeting:

Sr. No	Name of Member	Designation	Signature
1	Hon. Mr. Kishor C. Dharia	Member	
2	Dr. P.G. Kale	Chairperson	
3	Dr. Mrs. Snehal S. Donde	Member	
4	Mr. Rakesh S. Wadvalkar	Member	
5	Mrs. Pallavi S. Kale	Member	
6	Miss. Komal K. Gaikwad	Member	
7	Miss Shraddha S. Suryavanshi	Member	
8	Mrs. Sonali K. Dharia	Member	
9	Mrs. Jyothi V. Poojary	Coordinator	

Minutes of Internal Quality Assurance Cell (IQAC) Meeting

Dated: 10/12/2018

Item 1: To read and approve minutes of the previous meeting.

- a) The minutes of previous meeting were read and confirmed.

Item 2: Action taken report on decisions of the previous meeting.

- a) IQA was prepared and submitted on 20th November 2018.
b) Mrs Pallavi attendance committee convener prepared consolidated defaulter list report and also collected undertaking from the defaulter students and record maintained.

Item 3: To discuss the preparation of SSR and final submission.

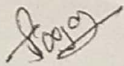
Mrs Joythi Pooary, IQAC coordinator, informed all members about acceptance of IQA and 21/01/2019 is the last date for SSR submission. All criteria heads were informed to speed up their work for submission of SSR without delay.

Item 4: To discuss on arrangement of 1st IQAC seminar.

IQAC planned to organize a seminar on "Why and How to Ask Questions" on 23rd December 2018 for HET's CCSIT teachers.

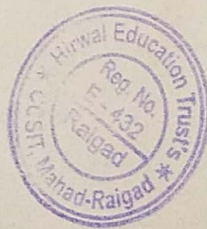
Item 5: Any other subject with the permission of the chairman

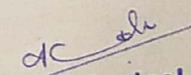
Principal wished best of luck to all teachers for SSR data collection and preparation and concluded the meeting.



Jyothi .V. Pooary

Coordinator




Principal
College of Computer Science
and Information Technology
Mahad