



# SKYLARK FOUNDATIONS ARTS, SCIENCE & COMMERCE COLLEGE

Khed Shivapur, Tal. Haveli, Dist. Pune - 412205

ID No. : PU/PN/ACS/346/2009

Recognized by Govt. of Maharashtra

Affiliated to Savitribai Phule Pune University

PUNCODE : CAAP014750  
College Code No. 880  
Exam. Code No. 200

Phone : 9762745639 / 9545117123  
Email : [ascck2009@gmail.com](mailto:ascck2009@gmail.com) | [ascckskylark@gmail.com](mailto:ascckskylark@gmail.com)  
Website : [www.ascckskylark.in](http://www.ascckskylark.in)

Ref. :

Date :

## INTERNAL QUALITY ASSURANCE CELL COMMITTEE

YEAR: 2019-20

SR NO.	DESIGNATION	NAME
1	Chairperson	Dr. N.M. Bansode
2	Co-Ordinator	Miss. S.B. Shaikh
3	Teacher Representative	Mr. N.D. Yechale
4	Teacher Representative	Mr. S.G. Ghadage
5	Teacher Representative	Mrs. A.D. Girme
6	Teacher Representative	Mr. M.S. Misal
7	Teacher Representative	Mr. M. D. Kolpe
8	Teacher Representative	Mr. S. R. Khopade
9	Management Representative	Mr. A.P. Deshmukh
10	Alumni Representative	Miss. P.D. Jadhav
11	Industrial Representative	Mr. Indraneel Chitale
12	Office Superintendent	Mr. Ram Bandal
13	Administrative Officer	Mr. Santosh Dhebe
14	Stakeholder	Mr. Sagar Navghane
15	Student Representative	Miss. Pratiksha Awasre
16	Student Representative	Mr. Prajwal Shinde



PRINCIPAL  
Skylark Foundation's  
Arts-Science & Commerce College  
Khed-Shivapur Pune-412205



## Skylark foundation

### Arts, science & commerce college

Khed shivapur Arvi, tal- haveli, dist- pune - 412205

### Agenda

The following members are requests to attend the IQAC meeting to be held on 03/06/2019 at 11a.m. in the college premises

The agenda of the meeting is follows:

- (1) To decide the academic calendar and time table for the academic year 2019-20
- (2) To decide to distribute the academic and administrative work to teaching and non-teaching staff
- (3) To plan the workshops seminar and symposium of academic year 2019-20
- (4) To decide and discuss the requirement policy of staff and student
- (5) To decide the functioning of administrative department
- (6) To prepare the budget of college
- (7) To analyses the previous year result
- (8) Regarding the new schemes of SPPU for teacher and student
- (9) Any other point permitted by chair



Principal

PRINCIPAL

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#### Minutes of meeting of Internal Quality Assurance Cell (IQAC) held on 03/06/2019

Meeting of the IQAC was held on 03/06/2019 at 11 a.m. in the college premises the meeting taken by secretary and the principal the following point discuss in the meeting

- (1) All teachers and staff welcomed by the principle and IQAC member
- (2) we decided the academic calendar and time table for the academic year 2019-20
- (3) We decided to distribute the academic and administrative work to teaching and non-teaching staff
- (4) we planned the workshops seminar and symposium of academic year 2019-20
- (5) We discussed the new opportunities for the students and the teachers
- (6) We planned the implementation of new syllabus for the students.
- (7) We decided and discuss the requirement policy of staff and student
- (8) we decided the functioning of administrative department
- (9) we prepared the budget of college

Meeting ended with a vote of thanks to the chair



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Email : acsck2009@gmail.com | asccskylark@gmail.com  
Website : www.asccskylark.in

Ref. :

Date : 03/06/19

## INTERNAL QUALITY ASSURANCE CELL COMMITTEE MEETING

### ATTENDANCE SHEET

ACADEMIC YEAR 2019-20

SR NO.	NAME	SIGN.
1	Dr. N.M. Bansode	
2	Miss. S.B. Shaikh	
3	Mr. N.D. Yechale	
4	Mr. S.G. Ghadage	
5	Mrs. A.D. Girme	
6	Mr. M.S. Misal	
7	Mr. M. D. Kolpe	
8	Mr. S. R. Khopade	
9	Mr. A.P. Deshmukh	
10	Miss. P.D. Jadhav	
11	Mr. Indraneel Chitale	
12	Mr. Ram Bandal	
13	Mr. Santosh Dhebe	
14	Mr. Sagar Navghane	
15	Miss. Pratiksha Awasre	
16	Mr. Prajwal Shinde	



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### Agenda

The following members are requests to attend the IQAC meeting to be held on 03/01/2020 at 11:30 a.m. in the college premises

The agenda of the meeting is follows:

- (1) All teachers and staff welcomed by the principle and IQAC member
- (2) To take review on the academic calendar and time table for the academic year 2019-20
- (3) To discuss about the results of distribution of the academic and administrative work to teaching and non-teaching staff
- (4) To discuss about best results
- (5) To take the review of the teaching methodology of the teachers by the college
- (6) Wi-Fi problem in the premises was sorted out by the agency
- (7) To discuss on conduction of FDP seminars etc.
- (8) To analyses the budget of college
- (9) To take review on the syllabus
- (10) To recommendation of books and various reference books
- (11) Any other point permitted by chair

Principal



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Date : 03/01/2020

## INTERNAL QUALITY ASSURANCE CELL COMMITTEE MEETING

### ATTENDANCE SHEET

ACADEMIC YEAR 2019-20

SR NO.	NAME	SIGN.
1	Dr. N.M. Bansode	
2	Miss. S.B. Shaikh	
3	Mr. N.D. Yechale	
4	Mr. S.G. Ghadage	
5	Mrs. A.D. Girme	
6	Mr. M.S. Misal	
7	Mr. M. D. Kolpe	
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