

Anjuman Khairul Islam's POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

- Affiliated to Savitribai Phule Pune University: ID No PU/PN/ASC/023/1970
- Junior College Index No: J-11.15.004

Government of Maharashtra and Savitribai Phule Pune University Recognized Minority Institute
 UGC - 2(f) & 12 (B) Status
 NAAC Re-accreditated College
 DST - FIST Funded College

K. B. Hidayatullah Road, Camp, Pune - 411001. (MS), India

+91-20-2645 4240 / 2644 6319.

www.poonacollege.edu.in principal@poonacollege.edu.in

| AKI'S POONA COLLEGE OF ARTS, SCIENCE & COMMERCE |
|---|
| Minutes |

| Committee Name | IQAC - Feedback Committee | | |
|---|---------------------------|--|--|
| Meeting Date & Time | Year of the Meeting | | |
| 31 March 2020 at 11.30 am | 2019-20 | | |
| Members Present | Signature | | |
| Prof. Aftab Anwar Shaikh (Principal) | | | |
| Mr. Moinuddin Khan (Vice-Principal, Arts) | 4 Mant | | |
| Mr. Iqbal N. Shaikh (IQAC Co-ordinator) | A Maint | | |
| Dr. Shirin Shaikh | Showie | | |
| Dr. Aafreen Ahmed | Amari | | |
| Members Absent | | | |
| Nil | | | |
| Agenda | | | |
| Feedback collection strategy due to ongoing | | | |
| pandemic. | | | |

Minutes of the meeting

An online meeting of the feedback committee was conducted on 31 March 2020 at 11.30 am (Via Zoom Platform).

1. It was decided that the students feedback on curriculum for the academic year 2019-20 will be collected via Google form.

2. The same form of the previous academic year shall be converted into Google form and the class co-ordinators shall circulate the same via whats app/ Google classrooms.

3. The original records of the five years students, alumni, employers and teachers feedback collected shall be kept with the IQAC.

4. Statistical analysis of the data will be done for all five years using simple statistical tools.

5. Like previous years, this year also we will be preparing an action taken report of the data collected in 2019-20.

6. Dr. Shirin Shaikh will be responsible for making the reports and forwarding the same to the IQAC.

| Minutes | Mr. Iqbal N. Shaikh | Minutes passed by | Prof. Aftab Anwar |
|-------------|---------------------|-------------------|-------------------|
| Prepared by | (IQAC Co-ordinator) | | 👔 Shaikh |
| | Reality | | (Principal) |
| | st Internet | | |



K. B. Hidayatullah Road, Camp, Pune - 411001. MS, India Tel.: +91-20-2645 4240 / 2644 6319. Fax : +91-20-26453707 Email: principal@akipoonacollege.ac.in Website : www.akipoonacollege.ac.in

Feedback Committee Minutes

| Minutes | | | | | | |
|---|--|---------------------------|---------------------------------|--|--|--|
| Committee Name | | IQAC - Feedback Committee | | | | |
| | g Date & Time | | Academic Year | | | |
| and the second se | larch 2019 | | 2018-19 | | | |
| Members Present | | li | Signature | | | |
| Prof. Aftab Anwar S | | V. | | | | |
| | an (Vice-Principal, Arts) | M- | 2 | | | |
| | (IQAC Co-ordinator) | | Brain | | | |
| Dr. Shirin Shaikh | 9 | | housen | | | |
| Dr. Aafreen Ahmed | | | Someri | | | |
| Members Absent | g - Ex | | . Are | | | |
| Nil | | | | | | |
| Agenda | and the second sec | | | | | |
| Collection of Feedb | ack from stakeholders | | | | | |
| | Minutes of | the Meeting | | | | |
| A Meeting of the fee | edback committee was con | ducted on 15 N | 1arch 2019 at 12.00 noon in | | | |
| IQAC office. The fe | ollowing decisions were ta | ken in the meet | ting: | | | |
| | | | | | | |
| 1. It was decided that | at the feedback on curricula | um of the stake | holders to be collected for the | | | |
| academic year 2018 | -19 before 30 April 2019. | | | | | |
| | | | | | | |
| 2. The feedback of t | he students to be collected | in the exit mee | ting of the respective | | | |
| departments. | | | | | | |
| 2 771 C 11 1 C 1 | 1 1 | | | | | |
| 3. The feedback of the | he alumni should be collec | ted in alumni n | neet of the respective | | | |
| departments. | | | | | | |
| 4. The teachers feedback forms will be handed over to the HOD on 18 march 2019 and the | | | | | | |
| 4. The leachers feed | back forms will be handed | over to the HC | D on 18 march 2019 and the | | | |
| same shan be returne | ed by the HOD to be IQAC | office on 29 N | Aarch 2019. | | | |
| 5 Like previous van | re this year also me 11 1 | | | | | |
| collected | is, this year also we will be | e preparing an a | action taken report of the data | | | |
| conceleu. | collected. | | | | | |
| 6 Dr Shirin Shaikh | will be responsible for ma | king the report | and formuling the second | | | |
| 6. Dr. Shirin Shaikh will be responsible for making the reports and forwarding the same to the IQAC. | | | | | | |
| uie ique. | | | | | | |
| Minutes Prepared | Mr. Iqbal N. Shaikh | Minutes | Prof. Aftab Anwar Shaikh | | | |
| by | (IQAC Co-ordinator) | passed by | (Principal) | | | |
| v | Ch of anator) | passed by | (i i incipal) | | | |
| | Collance X | | A | | | |
| | Jun Co | | | | | |
| | d'unternal o unality | | | | | |
| | S Quality | | | | | |

Assurance

Cell

3

Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE (Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970) K.B. Hidayatullah Road, Camp, Pune - 411001. Maharashtra, India Tel.: +91-20-26454240 / 26446319. Fax: +91-20-26453707 Email : principal@akipoonacollege.ac.in Website:www.akipoonacollege.ac.in

Feedback Committee Minutes

| Minutes | | | | | |
|---------------------------------------|--|--|----------------------------------|--|--|
| Comm | ittee Name | IQAC - Feedback Committee | | | |
| Meeting Date & Time | | Academic Year | | | |
| 18 M | arch 2018 | | 2017-18 | | |
| Members Present | | | Signature | | |
| Prof. Aftab Anwar S | Shaikh (Principal) | | | | |
| Mr. Moinuddin Kha | n (Vice-Principal, Arts) | 4 | H- | | |
| Mr. Iqbal N. Shaikh | (IQAC Co-ordinator) | | Brais | | |
| Dr. Shirin Shaikh | | Showe | | | |
| Dr. Aafreen Ahmed | | À | maria | | |
| Members Absent | 1. 8 | | | | |
| Nil | | e de la companya de | | | |
| Agenda | | | | | |
| Collection of Feedba | ack from stakeholders | | - | | |
| | | the Meeting | | | |
| A Meeting of the fee | edback committee was con | ducted on 18 | March 2019 at 10.30 am in the | | |
| Principal's office. 11 | ne following are the minute | es of the meet | ing: | | |
| 1 It was decided the | t the feedback on ourricul | um should be | collected from the stakeholders | | |
| for the academic yea | ar 2017-18 before 20 April | 2018. | confected from the stakeholders | | |
| · · · · · · · · · · · · · · · · · · · | | | | | |
| 2. All HODs will be | collecting students feedba | ck, alumni fee | edback, employers feedback and | | |
| teachers feedback of | their respective departme | nts and forwar | rd the same to the IQAC on or | | |
| before 24 April 2018 | 3. | | | | |
| | | | | | |
| 3. The collected data | will be analysed and sugg | estions receive | ed from the stakeholders will be | | |
| forwarded to IQAC. | | | | | |
| 7 | | dimension of the second second | | | |
| 4. Dr. Shirin Shaikh | will be responsible for ma | king the repor | ts and forwarding the same to | | |
| the IQAC. | | | | | |
| Minutes Dueneued | Mr. Label N. Ch. 911 | | | | |
| Minutes Prepared | Mr. Iqbal N. Shaikh (IQAC Co-ordinator) | Minutes | Prof. Aftab Anwar Shaikh | | |
| by | (IQAC Co-ordinator) | passed by | (Principal) | | |
| | Bandura | | | | |
| | CALIENT. | | () | | |
| | St Arts, Science | | | | |
| | Se Internal | | | | |
| | 10/ 0 Mai \C\ | | | | |