



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-accredited College • DST - FIST Funded College



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Pune - 411001. (MS), India



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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)			
Mr. Iqbal N. Shaikh (IQAC Co-ordinator)			
Dr. Shirin Shaikh			
Dr. Aafreen Ahmed			
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 Prepared by	Mr. Iqbal N. Shaikh (IQAC Co-ordinator)	Minutes passed by	Prof. Aftab Anwar Shaikh (Principal)





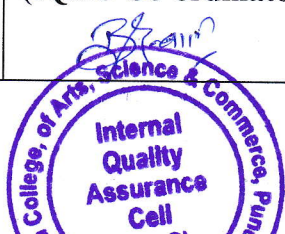
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**POONA COLLEGE OF ARTS, SCIENCE
& COMMERCE, CAMP, PUNE**

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Feedback Committee Minutes

Minutes			
Committee Name		IQAC - Feedback Committee	
Meeting Date & Time		Academic Year	
15 March 2019		2018-19	
Members Present		Signature	
Prof. Aftab Anwar Shaikh (Principal)			
Mr. Moinuddin Khan (Vice-Principal, Arts)			
Mr. Iqbal N. Shaikh (IQAC Co-ordinator)			
Dr. Shirin Shaikh			
Dr. Aafreen Ahmed			
Members Absent			
Nil			
Agenda			
Collection of Feedback from stakeholders			
Minutes of the Meeting			
A Meeting of the feedback committee was conducted on 15 March 2019 at 12.00 noon in IQAC office. The following decisions were taken in the meeting:			
1. It was decided that the feedback on curriculum of the stakeholders to be collected for the academic year 2018-19 before 30 April 2019.			
2. The feedback of the students to be collected in the exit meeting of the respective departments.			
3. The feedback of the alumni should be collected in alumni meet of the respective departments.			
4. The teachers feedback forms will be handed over to the HOD on 18 march 2019 and the same shall be returned by the HOD to be IQAC office on 29 March 2019.			
5. Like previous years, this year also we will be preparing an action taken report of the data collected.			
6. Dr. Shirin Shaikh will be responsible for making the reports and forwarding the same to the IQAC.			
Minutes Prepared by	Mr. Iqbal N. Shaikh (IQAC Co-ordinator)	Minutes passed by	Prof. Aftab Anwar Shaikh (Principal)



Y & M Anjuman Khairul Islam's

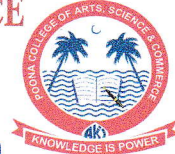
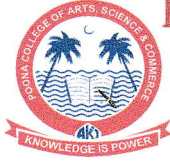
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Feedback Committee Minutes

Minutes			
Committee Name		IQAC - Feedback Committee	
Meeting Date & Time		Academic Year	
18 March 2018		2017-18	
Members Present		Signature	
Prof. Aftab Anwar Shaikh (Principal)			
Mr. Moinuddin Khan (Vice-Principal, Arts)			
Mr. Iqbal N. Shaikh (IQAC Co-ordinator)			
Dr. Shirin Shaikh			
Dr. Aafreen Ahmed			
Members Absent			
Nil			
Agenda			
Collection of Feedback from stakeholders			
Minutes of the Meeting			
A Meeting of the feedback committee was conducted on 18 March 2019 at 10.30 am in the Principal's office. The following are the minutes of the meeting:			
1. It was decided that the feedback on curriculum should be collected from the stakeholders for the academic year 2017-18 before 20 April 2018.			
2. All HODs will be collecting students feedback, alumni feedback, employers feedback and teachers feedback of their respective departments and forward the same to the IQAC on or before 24 April 2018.			
3. The collected data will be analysed and suggestions received from the stakeholders will be forwarded to IQAC.			
4. Dr. Shirin Shaikh will be responsible for making the reports and forwarding the same to the IQAC.			
Minutes Prepared by	Mr. Iqbal N. Shaikh (IQAC Co-ordinator)	Minutes passed by	Prof. Aftab Anwar Shaikh (Principal)

