

MINUTES OF MEETING

Friday Meet

Rev:00 MR/R/13

Date: 21.08.2020

Time: 2:30 pm

Venue: ACBCS.

Members Attended: Dr. Gujrathi sir, Dr. Telrandhe sir , all VP's and all faculties of ACBCS along with Admin Staff

Sr.no	Points of discussion	Action to be taken
		<ul style="list-style-type: none">• FY admission•
1	Admission Updates	BBA-65 BCA-36, BSC-11
		B.Com provisional admission should be started in full fledged
		<ul style="list-style-type: none">• Progressive admission-
		Average admission percent of unit is -60 percent
		Wednesday that is 26th August, on there will be a meeting in which every mentor will sit with a list of mentees and their admission status
		Fees recovery is Rs. 54586/-
2	New Certification courses-	20 min each faculty will do calling for excel course
		More promotion should be done for this

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		course, faculties should spread information to all the friends in education sector and students too.
		All other courses are put on hold due to financial burden
3	Weekly attendance and daily reporting	weekly attendance of students is received regularly
		Harsha maam will mail weekly daily reporting of faculties .
4	Activities planned for September	All QAG coordinators have to plan atleast one activity for students and one activity for faculty
		Every class in every week should have atleast one activity
5	Spruce	The spruce mechanism should properly implemented, it should be given methodological approach.
		As we are paying to them, we should make optimum use of it, the outcome should be visible, the effectiveness of using spruce should be achieved
6	Achievements	The achievement of manas , should be highlighted on website.
7	E--bulletin	Standard format and layout shall be developed and followed
		E-bulletin have to be named (English name)

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		The quality of the E-bulletin should be upgraded, English and grammar mistakes should not happen
		E-bulletin should be ready by coming month 7th.
		The committee will be held responsible for any mistakes in E- bulletin.


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