



SADHU VASWANI MISSION'S
St. Mira's College For Girls, Pune
An Autonomous (Affiliated to SavitribaiPhule Pune University)
Reaccredited by NAAC- A Grade, cycle 3
[ARTS, COMMERCE, SCIENCE, BSc (Computer Science), BBA, BBA(CA)]
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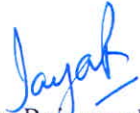
SSR 2017-2022

6.1.2 Effective leadership is reflected in various institutional practices such as decentralization and participative management

Link for Additional Information -

- Sample Minutes of the Meeting of college committees (2017-18 – 2021-22)
- Placement
- Centre for Women Entrepreneurs
- Cultural
- Alumni
- Library
- Sports
- Grievance Redressal
- Sanctuary
- Green Club




Dr Jaya Rajagopalan
Principal Incharge
Principal Incharge
St. Mira's College for Girls, Pune.

St. Mira's College For Girls, Pune
Autonomous (Affiliated to SavitribaiPhule Pune University)

Placement Cell

2021-2022

The Placement cell conducted the meeting on 20th September, 2021 from 10.30 am to 11.15 am in the BCS lab no. 312. The meeting was initiated by Mrs. Swati Sarwate (Placement Co-ordinator BSc/M.Sc CS).

The agenda of the meeting was as follows:

The following points were discussed during the meeting.

1. To check stream wise need analysis data
2. Finalizing 2020-21 placement data
3. Discussing internships to be recorded in criteria 1 and 3
4. Analysis of data from 2017-20 for NIRF



Minutes:

1. To check stream wise need analysis data

Discussion: Stream wise need analysis data was checked to understand the needs and the expectations of the students who wished to register under placement cell.

2. Finalizing 2020-21 placement data

Discussion: Data procured till September 2021 was finalized. BCom and BBA streams still awaited offer letters from few companies.

3. Discussing internships to be recorded in criteria 1 and 3



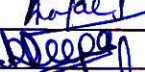


Discussion: It was noticed that there was a confusion in recording the internships under criteria 1 and 3. The requirements for the same were discussed and conclusion was reached.

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St. Mira's College for Girls

4. Analysing data for 2017-20 for NIRF

Discussion: It was discussed that Ms. Deepa Krishnamurthy would work on analysing the data and preparing the charts required for NIRF

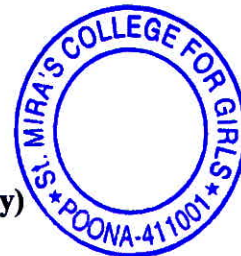
The meeting was attended by following members:

Name	Signature
Swatee Sarwate	
Sharmin Palsetia	
Kajal Jaisinghani	
Deepa Krishnamurthy	
Deepali Agarwal	



Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
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Placement Cell
2021-2022

The Placement cell conducted its first academic meeting of the year on 5th July 2021 from 8.30 am to 9 am on virtual platform Googlemeet. The meeting was initiated by Mrs. Swati Sarwate (Placement Co-ordinator BSc/M.Sc CS) and Mrs SharminPalsetia (Placement Co-ordinator B.A/ M.A).

The agenda of the meeting was as follows:

The following points were discussed during the meeting.

1. AQAR 20-21
2. Finalization of action plan
3. Data management in drive.
4. Roles and responsibilities
5. Survey discussion

Also policy document and action plan for the academic year was discussed during the meeting.

Minutes:

1. AQAR 20-21

Discussion: I was decided to keep the data updated for placement and internship for academic years 2017-2021.

2. Finalization of action plan

Discussion: Action plan for academic year 2020-2021 was prepared.

3. Data management in drive.

Discussion: Each stream coordinator was asked to update the data in placement drive and to delete multiple files.

4. Roles and responsibilities

Discussion: Distribution of work was done with regards to MOM, compiling data for NAAC, graphs for website etc.

5. Survey discussion

Discussion: A google form for students was created to know their placement interests.


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The meeting was attended by following members:

Name	Signature
SwateeSarwate	<i>Swatee Sarwate</i>
SharminPalsetia	<i>Sharmin Palsetia</i>
KajalJaisinghani	<i>Kajal Jaisinghani</i>
DeepaKrishnamurthi	<i>Deepa Krishnamurthi</i>
Deepali Agarwal	<i>Deepali Agarwal</i>



A handwritten signature in blue ink, consisting of the letters "JK" with a horizontal line underneath.

Principal Incharge
St. Mira's College for Girls

**St. Mira's College for Girls, Pune
Placement Cell**

Agenda of Meeting

2020-21

The meeting of the Placement Cell was held on 27nd January, 2021 at St. Mira's College for Girls, Pune at 4.30 p.m. through Zoom Application.

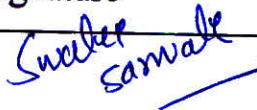


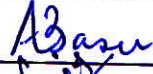



The agenda of the meeting was as follows:

1. Internship data finalization
2. Creating a Google form to fill the placement data department wise
3. To organize soft skills.

Minutes of Meeting

The meeting of the Placement Cell was held on 27nd January, 2021 at St. Mira's College for Girls, Pune at 4:30 p.m. through Zoom Application

The following members were present:

Name	Signature
Swatee Sarwate	
Sharmin Palsetia	
Jyoti Chintan	
Amrita Basu	
Kajal Jaisinghani	
Deepa Krishnamurthy	
Deepali Gupta	


Principal Incharge
St. Mira's College for Girls



Minutes:

1. A Google sheet to be prepared and filled placement data department wise and then update the master file that will be created by Swati Sarwate.
2. To finalize the internship data by submitting the proof those were pending. Also the placement data of 2019-20 to be submitted to IQAC.
3. It has been proposed to organize soft skills and aptitude session for students in July/August
Mrs. Deepali Gupta and Mrs. Kajal Jaisinghani were designated to coordinate for the same.



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Principal Incharge
St. Mira's College for Girls

2020-21

Minutes of Meeting on Friday 5th Feb 2021

The placement cell, conducted a meeting to discuss filling up of NIRF data for the year 2019-2020 on 5th Feb 2021 from 3.30 to 4 pm. The following points were discussed in the meeting

- Process of filing highest salary in case of repeated students.
- NIRF Data for 2018-2019 review
- NIRF data to be entered company wise starting with highest salary
- Mean, mode median for entire data

Mrs Geetanjali Phadnavis volunteered to find mean and median for the entire data and explained the process with Mrs. Swati Sarwate. The following members were present in the meeting:

Mrs. Swati Sarwate

Mrs. Geetanjali Phadnavis

Mrs. Abradita Nhavi

Mrs Sharmin Palsethia

Mrs Kajal Jaisinghani

Mrs Amruta Basu

Mrs Jyoti Chintan

Mrs Deepali Agarwal

Ms Deepa Krishnamurthi

Swatee Sarwate

GM Phadnavis

Am

Palsethia

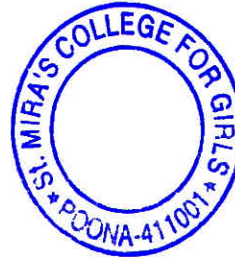
Kajal

Amruta

Jyoti

Deepali

Deepa



JR

Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune Placement Cell

2020-21 Agenda of Meeting

The meeting of the Placement Cell will be held on 5th May 2021 on Google meet Platform from 11.00am to 11.45am

The agenda of the meeting was as follows:

1. Compiling of data for year 20-21 for placements and internships of all streams.
2. Making a total count of year for placements and internships

Minutes of Meeting

The meeting of the Placement Cell was held on 5th May 2021 on Google meet Platform from 11.00am to 11.45am

The following members were present:-

Name	Signature
Swatee Sarwate	<i>Swatee Sarwate</i>
Elizabeth Kanade	<i>Elizabeth Kanade</i>
Sharmin Palsetia	<i>Sharmin Palsetia</i>
Divya Chitre	<i>Divya Chitre</i>
Amruta Basu	<i>Amruta Basu</i>
Kajal Jaisinghani	<i>Kajal Jaisinghani</i>
Jyoti Chintan	<i>Jyoti Chintan</i>
Deepa. Krishnamurthi	<i>Deepa. Krishnamurthi</i>

Minutes:

1. Compiling of data for year 20-21 for placements and internships of all streams.

Discussion: It was discussed that stream wise placements count of all streams – BA-9, MA-4, B.Sc.- 18, M.Sc.-2, BBA-6, BBA(CA)- 6 and B.com- 5 and M.Com.- 0

2. Making a total count of year for placements and internships

Discussion: Total count till date 55 for placements and internship -110(approx)



JR
Principal Incharge
St. Mira's College for Girls

.St. Mira's College for Girls, Pune Placement Cell

Agenda of Meeting

2020 - 21

The meeting of the Placement Cell was held on 22nd JUNE, 2020 at St. Mira's College for Girls, Pune at 1.00 p.m. through Zoom Application.

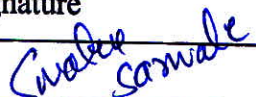

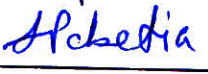





The agenda of the meeting was as follows:

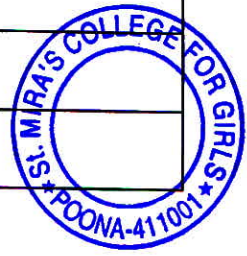
1. Registration Process
2. Placement Orientation program
3. To organize Webinars and Guest Lectures
4. AQAR Internship data finalization
5. Discussion on the future plan

Minutes of Meeting

The meeting of the Placement Cell was held on 22nd JUNE, 2020 at St. Mira's College for Girls, Pune at 1.00 p.m. through Zoom Application

The following members were present:

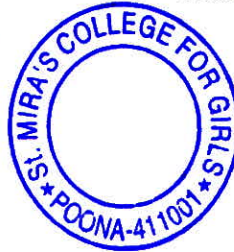
Name	Signature
Swatee Sarwate	
Geetanjali Phadnis	
Sharmin Palsetia	
Elizabeth Kanade	
Abhradita Chatterjee Nahvi	
Divya Chitre	
Kajal Jaisinghani	
Deepa Krishnamurthy	



Principal Incharge
St. Mira's College for Girls

Minutes:

1. Registration process to be conducted online through Google forms at department levels.
2. Keeping in mind the current scenario, the Placement Orientation Program will be conducted online - department wise and to be properly documented. The reports for the same have to be sent to Ms. Elizabeth Kanade for compilation.
3. A webinar on Job Scenario after Covid-19, and Communication Skills is being scheduled tentatively in the last week of June 2020. It will be conducted by PIBM through Zoom application. The dates for the same will be finalized after getting a confirmation from PIBM.
4. It has been proposed to organize an online guest lecture for the placement students. Mrs. Gitanjali Phadnis and Mrs. Kajal Jaisinghani were designated to coordinate for the same.
5. Ms. Elizabeth Kanade has suggested to consider our College Alumni Ms. Kirti while short listing guest speakers.
6. AQAR internship data for 2019-20 has been updated by Mrs. Swatee Sarawate till the first week of June.



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Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune Placement Cell

Agenda of Meeting

2020-21

The meeting of the Placement Cell will be held on 18th July 2020 on Google meet Platform from 1.00pm to 1.30pm

The agenda of the meeting was as follows:

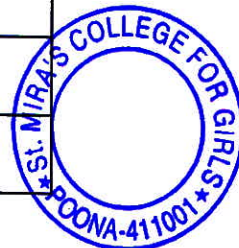
1. National Level Webinar on GRE/IELTS/TOEFL etc for specific 3 years degree programs in association with Imperial Academy Mumbai.
2. Fixing Date and time for Webinar
3. Discussing Platform for Webinar
4. Preparing Flyer for Webinar
5. Getting Registrations outside Pune for Webinar

Minutes of Meeting

The meeting of the Placement Cell was held on 18th July 2020 on Google meet Platform from 1.00pm to 1.30pm

The following members were present:-

Name	Signature
Swatee Sarwate	<i>Swatee Sarwate</i>
Elizabeth Kanade	<i>Elizabeth Kanade</i>
Sharmin Palsetia	<i>Sharmin Palsetia</i>
Divya Chitre	<i>Divya Chitre</i>
Abhradita Chatterjee Nahvi	<i>Abhradita Chatterjee Nahvi</i>
Kajal Jaisinghani	<i>Kajal Jaisinghani</i>
Jyoti Chintan	<i>Jyoti Chintan</i>
Deepa. Krishnamurthi	<i>Deepa. Krishnamurthi</i>



JK
Principal Incharge
St. Mira's College for Girls

Minutes:

1. National Level Webinar on GRE/IELTS/TOEFL etc for specific 3 years degree programs in association with Imperial Academy Mumbai.

Discussion: It was discussed that exams related to 3 years degree programs in college must be specifically taken in the session.

2. Fixing Date and time for Webinar

Discussion: Two dates 7th August or 10th August were decided for webinar from 4.00pm to 5.30pm.

3. Discussing Platform for Webinar

Discussion: This was suggested by Imperial academy as GO to Webinars Platform which would be convenient to all.

4. Preparing Flyer for Webinar

Discussion: Details that should be mentioned on the Flyer like courses applicable etc , registration link were discussed.

5. Getting Registrations outside Pune for Webinar

Discussion: It was decided to spread a word about the webinar to personal contacts outside Pune as well.




Principal Incharge
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St. Mira's College for Girls, Pune Placement Cell

2020-21
Agenda of Meeting

The meeting of the Placement Cell was held on Day & Date: 15 October 2020 at 1.00pm - 2.00 pm on Online Platform – Google meet.

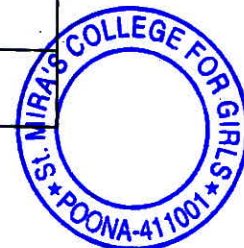
The agenda of the meeting was as follows:

1. Orientation Programme for New Members from commerce department.
2. Introduction on Student Progression Report and Placement Report.
3. Encouraging teachers from Commerce and BCA department to get more students for placement drive and interns.
4. Guidance given to students before sending them to the placement and interns' drive.

Minutes of Meeting

The following members were present: -

Name	Signature
Asst Prof. Swatee Sarwate	<i>Swatee Sarwate</i>
Asst Prof. Sharmin Palsetia	<i>Palsetia</i>
Asst Prof. Gitanjali Phadnis	<i>G Phadnis</i>
Asst Prof. Abhradita Nahvi	<i>Abhradita Nahvi</i>
Asst Prof. Kajal Jaisinghani	<i>Kajal Jaisinghani</i>
Asst Prof. Deepali Agarwal	<i>Deepali Agarwal</i>
Asst Prof. Jyoti Chintan	<i>Jyoti Chintan</i>
Asst Prof. Deepa Krishnamurthi	<i>DK</i>



The Minutes of the Meeting, held on Day & Date: 15 October 2020 at 1.00pm - 2.00 pm on Online Platform – Google meet, was read by Prof. Swatee Sarwate.

Minutes:

1. Prof. Elizabeth Kanadewould give orientation to Prof. Jyoti and Prof Deepa for their new roles of placement cell duties.
2. Prof. Swatee Sarwate explained in detail about the 5.2 Student Progression Report and 3.7.1 Placement Report.
3. Prof. Abhradita and Prof. Swatee Sarwatee have guided the team members to be careful while sending their students for the placement and intern's drive.

Discussion and Future plans

1. Guidelines were given to the commerce teachers for their new role in the placement cell.
2. Team members need to follow the new format of new SSR.
3. Steps to be followed while filling the 5.2 Student Progression Report and 3.7.1 Placement.
4. Commerce teachers and BCA teachers need to get more students placed in the companies.
5. Members need to take due precautions while sending their students for the placement and intern's drive.

Next meeting will be held if there are any queries while filling the data.



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Principal Incharge
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St. Mira's College for Girls, Pune
Placement Cell

Agenda of Meeting
2019-20

The meeting of the Placement Cell was held on 13th August, 2019 at St. Mira's College for Girls, Pune at 10:50 a.m. in the B.SC. (Electronics) Lab (312)



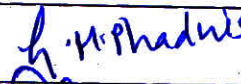
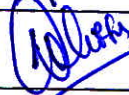


The agenda of the meeting is as follows:

1. Schedule for GOMO Drive 2019-20 and KPMG on 7/12/2019
2. Last date for placement cell registration to all stream students.
3. Conduction of Aptitude Mock test for students.
4. Soft skill session especially for B.A. students.
5. Roles of all coordinator and members.

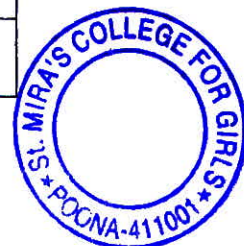
Minutes of Meeting

The meeting of the Placement Cell was held on 13th August, 2019 at St. Mira's College for Girls, Pune at 10:50 a.m. in the B.SC. (Electronics) Lab (312)

The following members were present:-

Name	Signature
Swatee Sarwate	
Elizabeth Kanade	— AB
Sharmin Palsetia	
Gitanjali Phadnis	
Divya Chitre	
Abhradita Chatterjee Nahvi	
Kajal Jaisinghani	


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St. Mira's College for Girls



Minutes:

1. **Schedule for GOMO Drive 2019-20****Discussion:** Finalized the dates for **GOMO Placement drive** for (2019-20) year batch students from all the streams on 04 / 09 / 2019.
2. **Last date for registration with placement cell:** The last date for registration with placement cell Was decided as 16th August, 2019.
3. **Conduction of Aptitude Mock test:** Being an integral and important part of any interview process Aptitude has become the essential skill set in which many students are lagging. To get an idea about The same, Placement cell will conduct an aptitude mock test for all the students who have registered With the placement cell only on 24th August, 2019. This test will be of one hour. Mrs. Abhradita Chatterjee will co-ordinate the same.
4. B.A. students need a different kind of skill set. So it was discussed that a soft skill session especially for B.A. students can be conducted in future.
5. All coordinators and members will approach different new companies so that students will have more opportunities. All coordinators as concern teachers of their streams know more about their field and opportunities around.

Minutes:

1. Convince students to enroll in the GOMO drive.
2. To convey the students regarding the last date for registering with the placement cell.
3. To conduct an aptitude test to increase their knowledge in the same to help them in interview process and inform the students about the same.
4. To conduct soft skill sessions especially for B.A. students in future.
5. Each individual placement cell member will approach to find new oppurnity for their stream.




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune Placement Cell

Agenda of Meeting

2019-20

The meeting of the Placement Cell will be held on 16th Oct, 2019 at St. Mira's College for Girls, Pune at 09:00 a.m. in the B.SC. (Electronics) Lab (312)

The agenda of the meeting is as follows:

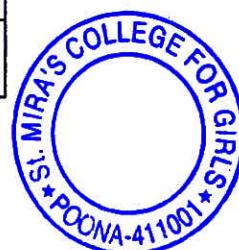
1. NIRF Employers feedback compilation report
2. Compilation of 2016, 2017 and 2018 data as per NIRF format
3. KPMG drive on 07th Dec 2019
4. Concentrix e-drive

Minutes of Meeting

The meeting of the Placement Cell was held on 16th Oct 2019 at St. Mira's College for Girls, Pune at 10:50 a.m. in the B.SC. (Electronics) Lab (312)

The following members were present:-

Name	Signature
Swatee Sarwate	<i>Swatee Sarwate</i>
Gitanjali Phadnis	<i>G Phadnis</i>
Sharmin Palsetia	<i>SPalsetia</i>
Elizabeth Kannade	<i>Elizabeth Kanade</i>
Abhradita Chatterjee Nahvi	<i>Abhradita</i>
Divya Chitre	<i>Divya Chitre</i>
Kajal Jaisinghani	<i>Kajal Jaisinghani</i>



[Signature]
Principal Incharge
St. Mira's College for Girls

Minutes:

1. **NIRF Employers feedback compilation report** – was compiled and sent as per the required format.
2. **Compilation of 2016, 2017 and 2018 data as per NIRF format** – Median salary was calculated as per the Commerce, Science and Arts Stream.
3. **KPMG drive on 07th Dec 2019** – Once exams are over the job profile will be shared with the students and names will be taken for the drive to be held in Dec.
4. **Concentrix e-drive**- Educate the students on the concept of E-Drive. Also follow up with them as the greatest number of students gets placed in Concentrix.

Discussion and Future plans

1. Tapping of new companies for the next semester like talks are on with Credence for a drive if there are enough number of students for an on-campus drive. Follow up to be done by Abhradita And Divya for the same.
2. Also, for Sas-Hospitality follow up is been done by Abhradita.
3. Internships to be promoted amongst FY and SY across all streams.
4. Encourage students to do internship with a Bangalore based company BOLT and in future they will also place our students. Topic will be IOT and Machine learning and E-learning.




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune

Placement Cell

2019-20

Agenda of Meeting

The meeting of the Placement Cell will be held on 6th December, 2019 at St. Mira's College for Girls, Pune at 10:00 a.m. in the B.SC. (Electronics) Lab (312)


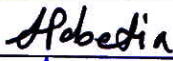
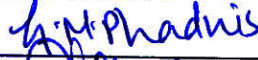



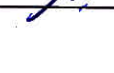
The agenda of the meeting is as follows:

1. Compilation of proof for the placement data as stated in the AQAR form for the academic year 2018-19

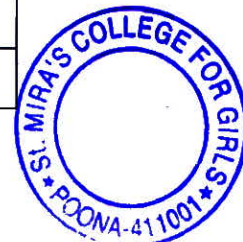
Minutes of Meeting

The meeting of the Placement Cell was held on 6th December, 2019 at St. Mira's College for Girls, Pune at 10:00 a.m. in the B.SC. (Electronics) Lab (312)

The following members were present:-

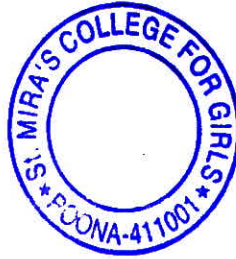
Name	Signature
Swatee Sarwate	
Elizabeth Kanade	— AB
Sharmin Palsetia	
Gitanjali Phadnis	
Divya Chitre	
Abhradita Chatterjee	
Nahvi	
Kajal Jaisinghani	


Principal Incharge
St. Mira's College for Girls



Minutes:

1. The responsibilities for compiling the proof for the placement data as stated in the AQAR form for the academic year 2018-19 were as follows:
 - a. Ms. Swatee Sarwate and Ms. Gitanjali Phadnis - Compiling circulars for all the placement drives and activities
 - b. Ms. Divya Chitre and Ms. Abhradita Chatterjee Nahvi- Compiling attendance sheets for all the placement drives and activities
 - c. Ms. Sharmin Palsetia- Compiling selection proof like offer letters, letter of intent or selection mail from the companies for all the on-campus and off-campus placement drives.
 - d. Ms. Kajal Jaisinghani- Collecting the proof from all the coordinators.
 - e. Ms. Elizabeth Kanade- Cross-checking all the documents and preparing final document for AQAR form.




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune Placement Cell

Agenda of Meeting 2019-20

The meeting of the Placement Cell was held on 6th February, 2020 at St. Mira's College for Girls, Pune at 10:40 a.m. in the B.SC. (Electronics) Lab (312)



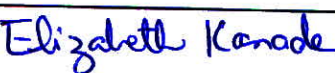

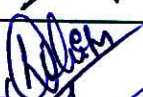

The agenda of the meeting was as follows:

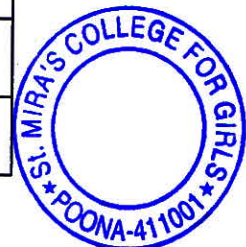
1. Approval of the minutes of the previous meeting.
2. Mphasis , Altos, I Teach and Teach for India drive to be chalked out .
3. Compilation of Placement Annual Report 2019-2020.
4. Collation of Internship Report of all departments and Placement cell.
5. Steps to ensure high rate of student placement.

Minutes of Meeting

The meeting of the Placement Cell was held on 6th February, 2020 at St. Mira's College for Girls, Pune at 10:50 a.m. in the B.SC. (Electronics) Lab (312)

The following members were present:-

Name	Signature
SwateeSarwate	
SharminPalsetia	
Elizabeth Kanade	
Abhradita Chatterjee Nahvi	
DivyaChitre	
KajalJaisinghani	




Principal Incharge
St. Mira's College for Girls

The Minutes of the Meeting held on 16th October 2019 was read by Ms.Abhradita Chatterjee Nahvi and seconded by Ms.SwateeSarwate.

Minutes:

1. Ms.Abhradita Chatterjee Nahvi and Ms.Gitanjali Phadnis were designated as co ordinators for Mphasis drive and Ms. Divya Chitre for Altos .
2. Teach for India Orientation session followed by drive to be organized.
3. Eclerks second placement drive to be looked into by Ms. Divya Chitre.

Discussion and Future plans

1. Placement Co-ordinator to compile placement data for 2019-2020 and put forth for the next meeting.
2. To chalk out an action plan to increase number of student placement across all streams.
3. Steps to involve PG students was discussed.
4. Data regarding Internships from all streams to be collated and reported jointly by MsSharmin and Ms. Divya respectively.
5. Preparation of Placement Report 2019-2020 was discussed.

The next meeting will be held on 3rd March, 2020 at 10.40 am at St. Mira's College for Girls, Pune at 10:40 a.m. in the B.SC. (Electronics) Lab (312).




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune

Placement Cell

Agenda of Meeting

2019-20

The meeting of the Placement Cell will be held on 22nd June 2019 at St. Mira's College for Girls, Pune at 9.00 a.m. in the B.SC. (Electronics) Lab (312)




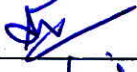

The agenda of the meeting is as follows:

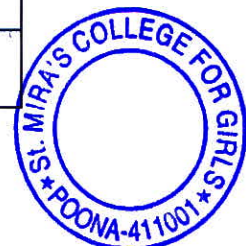
1. Schedule for Orientations 2019-20
2. Schedule for Soft skills 2019-20
3. Feedback form for Soft skills
4. Website updation
5. Circulations of mails to PRs

Minutes of Meeting

The meeting of the Placement Cell was held on 22nd June 2019 at St. Mira's College for Girls, Pune at 9 a.m. in the B.SC. (Electronics) Lab (312)

The following members were present:-

Name	Signature
Swatee Sarwate	
Elizabeth Kanade	— AB
Sharmin Palsetia	
Gitanjali Phadnis	———— AB
Divya Chitre	
Abhradita Chatterjee Nahvi	
Kajal Jaisinghani	



Minutes:

1. Schedule for Orientations 2019-20

Discussion: Finalized the dates to have orientation of Placements for this year batch (2019-20) on 24/7/2019 and 26/7/2019

2. Schedule for Soft skills 2019-20

Discussion: Discussed the various kinds of Soft skills to conducts in this academic year to enhance their employability. Soft skills incharge for this year will be Abhradita Chatterjee and Divya Chitre. We discussed about two sessions

- 1) Soft skill second First session on 27/7/2019 by Pramod Kumar –Topic: GD, Interview skills and Presentation Skills
- 2) Soft skills first session for public speaking on 10/8/2019 by Pooja Kashid – Topic “YOLO”

3. Feedback form for Soft skills

Discussion: To prepare Feed back form for Soft skills and get it approved by Dr. Jaya Rajgopalan, will be done by Mrs. Divya Chitre and Mrs. Abhradita Nahvi.

4. Website updation

Discussion: To get the placement section of College website updated in archive form so five years data will be visible on website.

5. Circulations of mails to PRs

Discussion:

Like last year PR's from each class is appointed and they will circulate the placement and internship oppunities to students and same will be followed by individual teachers of the stream.

Minutes:

1. Promote internship
2. To maintain Internship documentation (Attendance, Report, Photos, Feedback etc.)
3. Feedback form to be formulated and feedback to be taken from the employer(Skills and curriculum)
4. To add on various types of workshop/ credit courses /guest lecturers / bridge courses to increase students' employability
5. Personal counseling to be documented
6. To maintain the records of field visits / projects undertaken within the year
7. MOUs have to be functional for five years.




Principal incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune

Placement Cell

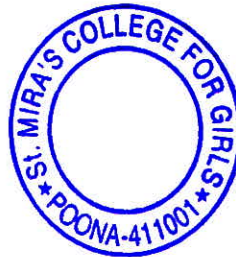
Agenda of Meeting

2018-19

The meeting of the Placement Cell will be held on 30th October, 2018 at St. Mira's College for Girls, Pune at 9.00 a.m. in the B.SC. (Electronics) Lab (312)

The agenda of the meeting is as follows:

1. IQAC format and requirement
2. NAAC updates
3. Checking of all supporting documents for year 17-18
4. Internship promotion
5. Placement policy
6. Employers Feedback
7. Soft skill development/Bridge courses/career counseling courses by various departments




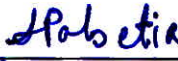



Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University
St. Mira's College for Girls, Pune
Placement Cell

Minutes of Meeting

The meeting of the Placement Cell was held on 30th October, 2018 at St. Mira's College for Girls, Pune at 9 a.m. in the B.SC. (Electronics) Lab (312)

The following members were present:-

Name	Signature
Swatee Sarwate	
Geetanjali Deshpande	—
Sharmin Palsetia	
Abhradita Chatterjee Nahvi	
Divya Chitre	
Kajal Jaisinghani	

Minutes:

1. IQAC format and requirement

Discussion: Discussed the required placement pointers as suggested in AQAR format/NAAC format for actions to be taken. Each placement activity must have a circular, attendance, report, photographs and feedback from employer and LoI from student placed.

2. NAAC updates

Discussion: Discussed the NAAC updates regarding documentation (mentioned in point 1) students employability, MOUs functionality, on job training etc.

The data needed for placement and internship is to be separated. Internship based on research of a particular subject will also be included. A record of students doing internship with details mentioned in point 1 needs to be maintained.




Principal Incharge
St. Mira's College for Girls

3. Maintaining documents

Discussion: Discussed various methods to maintain the supporting documents of all the activities of placements cell, of field visits / projects undertaken within the year. All the department will do a checking of all documents mentioned in point 1 year wise and will maintain separate file for each year.

4. Internship promotion

Discussion: Discussed the methodologies to create awareness and importance of Internship amongst FY and SY students. Students should be encouraged to take internship in FY and SY. Various internship sites like internshala, Interntheory are introduced to the students.

5. Placement policy

Discussion:

A placement policy for the students needs to be prepared so college can follow it in future.

6. Employers Feedback/Students feedback

Discussion: A Feedback form has to be prepared and get it filled by the employers and students year wise/company wise.

8. Soft skill development/Bridge courses/career counseling courses

Discussion: Discussed to organize various activities for students to increase their employability. A feedback on these training programs needs to be taken from students. The documents for above has to be maintained as discussed in point 1.

Place:

Date:

Sign:




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

Agenda of Meeting
2018-19

The meeting of the Placement Cell will be held on 3rd July, 2018 at St. Mira's College for Girls, Pune at 10.45 a.m. in the B.SC. (CS) Lab (312)

The agenda of the meeting is as follows:

Item No.1: Formation of Placement Cell with 2 student representatives from each class

Item No 2: Creating a uniform technique for maintaining data

Item No 3: .Make a calendar for placement activities.

Item No.4: Charting out responsibilities for various placement activities.

Minutes of the Meeting

The meeting of the Placement Cell was held on 3rd July, 2018 at St. Mira's College for Girls, Pune at 10.45 a.m. in the B.SC. (CS) Lab (312)

The following members were present:-

Name	Signature
Swati Sarwate	<i>Swatee Sarwate</i>
Gopetanjali Phadnis	<i>G.H. Phadnis</i>
Sharmin Palsetia	<i>Spalsetia</i>
Abhradita Chatterjee Nahvi	<i>Abhradita</i>
Divya Chitre	<i>Divya</i>



Item No.1: Formation of Placement Cell with 2 student representatives from each class

Discussion: It was discussed that 2 student representatives will be elected from every class. These student representatives will coordinate between the placement coordinators and the students registered under the placement cell. They will inform the students about various placement drives and also take down names of the interested candidates. They will help the placement coordinators to smoothly coordinate the placement activities.


Principal Incharge
St. Mira's College for Girls

Item No 2: Creating a uniform technique for maintaining data.

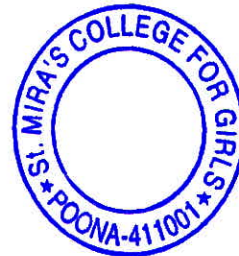
Discussion: It was discussed that the placement coordinators and members will maintain the data in a uniform way so that there are no hassles when the data is required for any reasons. It was decided that the names, contact details and class of the student will be mentioned along with all the companies that the student has applied for. This would aid in checking if the student is actively participating in the placement drives and also how many companies is the student applying for.

Item No 3: .Make a calendar for placement activities

Discussion: It was decided to make the academic calendar for the placement activities like orientation, soft skills sessions and trainings for various skills.

Item No.4: Charting out responsibilities for various placement activities.

Discussion: It was decided to formally state the responsibilities of each of the placement coordinator for smooth functioning of the placement activities.



A handwritten signature in blue ink, appearing to be the initials "JK" with a flourish underneath.

Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

Agenda of Meeting

2018-19

The meeting of the Placement Cell will be held on 14th July, 2018 at St. Mira's College for Girls, Pune at 11 a.m. in the B.SC. (CS) Lab (312)

The agenda of the meeting is as follows:

Item No.1: Inputs and follow-ups on the mails for placement drives

Item No 2: Discussing the clauses about the MoU with Bajaj Allianz Pvt. Ltd.

Item No. 3: Discussion about orientation program for students registered under placement cell

Minutes of the Meeting

The meeting of the Placement Cell was held on on 14th July, 2018 at St. Mira's College for Girls, Pune at 11 a.m. in the B.SC. (CS) Lab (312)

The following members were present:-

Name	Signature
Swatee Sarwate	<i>Swatee</i>
Gitanjali Deshpande (Phadnis)	<i>G.M. Phadnis</i>
Sharmin Palsetia	<i>S. Palsetia</i>
Abhradita Chatterjee Nahvi	<i>Abhradita</i>
Divya Chitre	<i>Divya</i>



JK
Principal Incharge
St. Mira's College for Girls

Item No.1: Inputs and follow-ups on the mails for placement drives

Discussion: The follow-up for various companies was done by respective placement coordinator.

Item No 2: Discussing the clauses about the MoU with Bajaj Allianz Pvt. Ltd.

Discussion: It was discussed that few of the clauses of the MoU with Bajaj Allianz had to be edited. The same had to be conveyed to the representative of Baja Allianz by Ms. Sharmin Palsetia.

Item No. 3: Discussion about orientation program for students registered under placement cell.

Discussion: It was discussed that the orientation program will be scheduled on 31st July, 2018 and coordinated by Ms. Divya Chitre and Ms. Gitanjali Deshpande.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls Pune
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Agenda of Meeting

2017-18

Discussing the establishment of the Placement Cell and training students based on feedback from Companies.

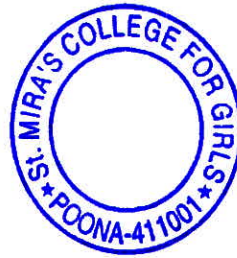
Minutes of Meeting

1. Establishment of the Placement Cell.
2. Conduct aptitude test for the registered students. (Should start from the first semester)
3. Training on the following issues required by the students by considering their response in the Interviews: a) Interview Skills b) Resume Writing c) Presentation Skills d) Etiquettes e) How to appear in an Interview.
4. Feedback from the Companies:
 - a) Students were not prepared at all.
 - b) They didn't know anything about Company and Job Profile.
 - c) Fundamental concepts are very poor.
 - d) Students come very casually as if they are coming to a park.
 - e) Students don't pay attention in the Orientation.
 - f) Students don't have basic Etiquettes on how to talk to an Interviewer.

Attendance: 5/2/2018

Name
Swatee Sarwate <i>Swatee</i>
Divya Chitre
Abhradita Chatterjee
Nahvi <i>Nahvi</i>
Geetanjali <i>Geetanjali</i>
Isha Mehra
Sharmin Palsetia <i>Sharmin</i>

gmprednis



• Meeting Location: 2nd Floor Library

Meeting Schedule Start: 10.45 AM

Meeting Actual Start: 11.00AM

Meeting Ends: 11.05 AM

Jh
Principal Incharge
St. Mira's College for Girls

Agenda of Meeting
2017-18

To discuss about the training program which is to be conducted by Bangalore based company i.e (i PRIMED) for Computer Science and Computer Application students.

Minutes of Meeting

1. Company from Bangalore wanted to conduct JAVA training workshop for 15 days in the College premises.
2. Per day session will be for 6hrs.
3. Training program is for BBA-CA and BCS stream.
4. They wanted to conduct training program in Vacations.
5. Ask students for their consent.

Attendance: 14/9/2017

Name
Swatee Sarwate <i>Swatee</i>
Divya Chitre
Abhradita Chatterjee
Nahvi <i>Nahvi</i>
Geetanjali <i>Geetanjali</i>
Isha Mehra
Sharmin Palsetia <i>Sharmin</i>

• Meeting Location: IT LAB

Meeting Schedule Start: 11.00 AM

Meeting Actual Start: 11.10 AM

Meeting Ends : 11.30 AM



[Signature]
Principal Incharge
St. Mira's College for Girls



KINDLE THE LIGHT

SADHU VASWANI MISSION'S

2

ST. MIRA'S COLLEGE FOR GIRLS

[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001.[INDIA]

Ph./Fax : 26124846 E-mail : mira_college@yahoo.co.in

Dr. Jaya Rajagopalan
Principal Incharge

PU/PN/AC/015/(1962)
College Code No.: 013

Following Members comprising of Students and Faculties were present:-

Attendance Sheet for Council Meeting 05th January 2022

Sr. No.	Name of Member	Member Type(Teaching/ Non-teaching / ExternalExpert)	Key Role/Position assigned in IIC	Signature
1.	Dr. Rama Venkatachalam	Teaching	Convener, Start-up Activity co-ordinator	<i>Rama Venkat</i>
2.	Ms. Abhradita Chatterjee Nahvi	Teaching	Vice-President, Social Media co-ordinator	<i>Abhradita</i>
3.	Dr. Dimple Buche	Teaching	IPR Co-ordinator	<i>Dimple</i>
4.	Ms. Rajni Singh	Teaching	Social Media Coordinator	<i>Rajni Singh</i>
5.	Rekha Kankariya	Teaching	Member	<i>Rekha</i>
6.	Kajal Jaisinghania	Teaching	Internship activity coordinator	<i>Kajal</i>
8.	Amrita Basu	Teaching	Member, NIRF Co-ordinator,	<i>Amrita</i>
9.	Ms. Deepa Krishnamurthy	Teaching	Member, ARIIA Coordinator	<i>Deepa</i>
10.	Monika Rajguru	Teaching	Member	Absent
11.	Shubhangi Jagtap	Teaching	Member	<i>Shubhangi</i>
12.	MedhaKhandale	Non-Teaching	Member	Absent



Jaya
Dr. Jaya Rajagopalan
Principal Incharge



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The first council meeting of Institution's Innovation Council (IIC), St Mira's College for Girls, Pune was called by IIC President Dr. Rama Venkatachalam to discuss as per Agenda given below:


Agenda of the Meeting

1. Recall of the QI activities and Self-Driven Activities.
 - a. My Story - Motivational Session by Successful Entrepreneur/Start-up founder.
 - b. My Story - Motivational Session by Successful Innovators.
 - c. Workshop on "Entrepreneurship and Innovation as Career Opportunity"
 - d. Self Driven Activity – Government Initiatives on Startups

2. Finalizing QII activities
 - a. Workshop on Design Thinking, Critical thinking and Innovation
 - b. Expert talk on "Process of Innovation Development"
 - c. Workshop on Entrepreneurship Skill, Attitude and Behaviour Development
 - d. Self_drive Activity - Farm Didi on agriprunership

3. Introducing the student members with their respective roles for the new academic year




 Principal Incharge
 St. Mira's College for Girls



KINDLE THE LIGHT

SADHU VASWANI MISSION'S

4

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Dr. Jaya Rajagopalan
Principal Incharge

PU/PN/AC/015/(1962)
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MINUTES OF THE MEETING :-

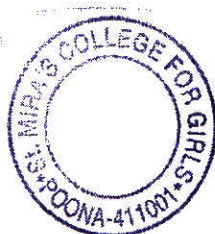
The council members met and discussed about the type of activities (IIC calendar and Self-Driven) and the procedure of IIC portal for the report submission mechanism. It was a virtual meeting using online platform Google Meet.

The council members also discussed the activities to be conducted under IIC. The council also introduced the student members and specified their roles.

The council unanimously decided to carry out all the IIC activities on a regular basis throughout the year and meet regularly in beginning of every quarter to review the progress made in previous quarter and also to plan for upcoming quarter. The next meeting will be held on 28 Feb 2022.

Date: 05th January 2022

Place: Pune



Jaya
Signature & Seal

(HOI - Dr. Jaya Rajagopalan)

Minutes of the Meeting –CWE 17.01.2022

Mode – GMeet
Date – 17 Jan 2022
Time – 12.15pm

Members Present –

Dr Rama Venkat
Dr Dimple Buche
Ms Abhradita C Nahvi

Agenda of the Meeting

1. Finalizing the coordinators for the QII activities
2. 2 Self-driven and 3 IIC calendar Activity Finalised
3. Also deciding on the time frame for the activities.

Discussion

The activities finalized with resource person was as followed:-

IIC CALENDAR ACTIVITY

1. Workshop on Design Thinking, Critical thinking and Innovation – Dr. Dimple and Kajal
Resource Person – Rashmi of Studio Coppre
2. Expert talk on "Process of Innovation Development" – Shubangi and Deepa
Resource Person – Yet to finalise
3. Workshop on Entrepreneurship Skill, Attitude and Behaviour Development – Shanthi and Jyoti
Resource Person – Mr Chandrasekhar Wavhare

SELF DRIVEN ACTIVITY

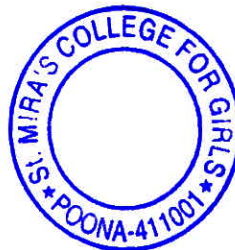
1. Farm Didi on agriprunership – Rekha and Amrita
2. Business Model Canvas – Dr Rama and Abhradita

Signatures

Dr. Rama Venkat 

Dr Dimple Buche 

Ms.Abhradita C Nahvi 



Principal Incharge
St. Mira's College for Girls



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Dr. Jaya Rajagopalan
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ATTENDANCE OF THE IIC MEETING HELD ON 4TH MAY, 2021

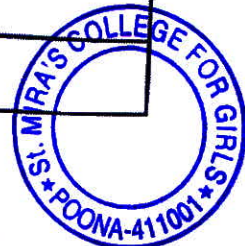
Online Platform – Zoom

Time : 5.00 PM

Agenda for the Meeting: IIC Review of Q3 and Planning for Q4

The following members were present:-

NAME	SIGNATURE
Dr. Rama Venkatachalam-President, IIC	<i>Rama Venkat</i>
Ms. Abhradita Chatterjee Nahvi -Vice President, IIC	<i>Abhradita</i>
Mrs. Shanthi Fernandes	<i>Shanthi</i>
Mrs. Rajni Singh	<i>Rajni Singh</i>
Dr. Dimple Buche	<i>Dimple</i>
Ms. Deepa Krishnamurthi	<i>Deepa</i>
Mrs. Jyoti Chintan	<i>Jyoti</i>
Mrs. Rekha Kankariya	<i>Rekha</i>
Ms. Kajal Singhania	<i>Kajal</i>
Mrs. Amrita Basu	<i>Amrita</i>
Mrs Shubhangi Jagtap	<i>Shubhangi</i>
Mrs Medha Khandale	<i>M.M. Khandale</i>



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Jb
Principal Incharge
St. Mira's College for Girls



IDLE THE LIGHT

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ST. MIRA'S COLLEGE FOR GIRLS
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Principal Incharge

PU/PN/AC/015/(1962)
College Code No. : 013

STUDENTS:

Ummesalma Karu	<i>Ummesalma</i>
Zoha Sabooni	<i>Zoha</i>
Moksha Shah	<i>Moksha</i>
Sheryl Rasundaram	<i>Sheryl</i>
Mohsina Shaikh	<i>Mohsina</i>
Zainab Kapadia	<i>Zainab</i>
Riya Barde	<i>Riya</i>
Riddhi Wadhvani	<i>Riddhi</i>



Jaya
Principal Incharge
St. Mira's College for Girls



KINDLE THE LIGHT

SADHU VASWANI MISSION'S
ST. MIRA'S COLLEGE FOR GIRLS

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Dr. Jaya Rajagopalan
Principal Incharge

PU/PN/AC/015/(1962)
College Code No. : 013

Online Platform – Zoom

Time : 5.00 PM

Agenda for the Meeting: IIC Review of Q3 and Planning for Q4

Members Present for the minutes of the meeting are as below :-

1. Dr. Rama Venkatachalam-President, IIC - Teaching
2. Ms. Abhradita Chatterjee Nahvi -Vice President, IIC - Teaching
3. Mrs. Shanthi Fernandes - Teaching
4. Mrs. Rajni Singh - Teaching
5. Dr. Dimple Buche - Teaching
6. Ms. Deepa Krishnamurthi - Teaching
7. Mrs. Jyoti Chintan - Teaching
8. Mrs. Rekha Kankariya - Teaching
9. Ms. Kajal Singhanian - Teaching
10. Mrs. Amrita Basu-Teaching
11. Mrs Shubhangi Jagtap - Teaching
12. Mrs MedhaKhandale – Non Teaching
13. UmmesalmaKaru - Student
14. ZohaSabooni - Student
15. Moksha Shah - Student
16. Sheryl Rasundaram - Student
17. Mohsina Shaikh - Student
18. Zainab Kapadia - Student
19. Riya Barde - Student
20. Riddhi Wadhvani - Student



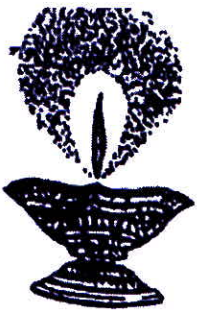
MINUTES: -

Dr. Rama Venkat, the President of IIC, St. Mira's College for Girls, Pune welcomed all the members and announced with joy that IIC has approved 10, IIC Q3 activities out of the 14 activities organised in Q3.

She praised the commendable work of the faculty especially Mrs. Rekha Kankariya for Virtual Mira Bazaar, Mrs. MedhaKhandale, the admin staff and student representatives for their active participation and support.

Dr. Rama Venkat and all the members felicitated Ms. Shubhangi Jagtap for clearing the SET.


Principal Incharge
St. Mira's College for Girls



KINDLE THE LIGHT

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ST. MIRA'S COLLEGE FOR GIRLS
[An Autonomous College Affiliated to the Savitribai Phule Pune University]
[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001.[INDIA]
Ph./Fax : 26124846 E-mail : mira_college@yahoo.co.in

Dr. Jaya Rajagopalan
Principal Incharge

PU/PN/AC/015/(1962)
College Code No. : 013

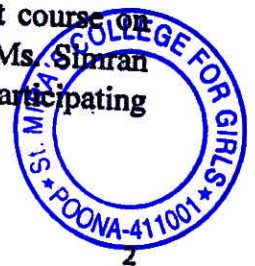
1. Review of Q3:

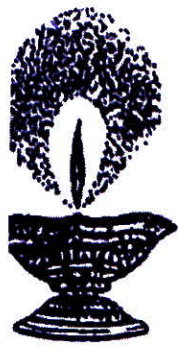
- Dr. Rama announced about clubbing of Q3 and Q4 IIC activities, where the IIC needs to organise 6 IIC Calendar Activities out of which we have organised 4 that is, Entrepreneurs in Campus, Business Plan workshop, IPR, Q3 Review Meeting and 6 Self driven activities, out of which we have completed 5, that is, Event Entrepreneurship, Virtual Mira Bazaar, Fuelling Start-ups, Social Entrepreneurship, and Mr. Saibal's Session.
- We have also successfully completed 2 MIC activities, that is, Anand Deshpande- Persistent System and IPR

2. Planning for Q4:

- Innovation Index which Ms. Rajni Singh has suggested in the previous meeting, the committee to discuss and work on it
- IPR and related activities which Dr. Dimple Buche has suggested to be discussed and worked upon
- Ms. Rajni also proposed to have a student collaboration activity to spread awareness amongst other students. Dr. Rama and Ms. Deepa K. supported the idea of Peer Learning and Exchange of Knowledge.
- Ms. Deepa suggested for a session on exploring various platforms and acquiring skills and learning resources
- Mrs. Jyoti Chintan proposed to have a workshop on skills on Presenting Business Models to Public
- Ms. Rajni Singh suggested to have a Collaboration Model like SHGs, Mrs Amrita Basu added to the idea by mentioning about creating Rural Employment. Dr. Rama suggested that Dr. Dimple can help us with this idea implementation
- Ms. Amrita Basu pointed out that more Ideation activities could be explored
- Dr. Dimple suggested that as there will be a gap or disconnect in the Month of June during post exam period, CWE students can connect with other students, 2 or 3 entrepreneurs can collaborate and have weekly sessions on college and then intercollegiate level
- Mrs. Shubhangi suggested for a session on Marketing through Digital Media on their own to which Ms. Rajni Singh added to have a workshop on content writing. Dr. Dimple supported the idea and suggested for a short course on content writing where our Alumni can like Ms. Priya Bajaj and Ms. Simran Bhatia can help us. Ms. Ummesalma Karu also gave the option of participating


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Dr. Jaya Rajagopalan
Principal Incharge


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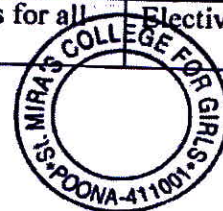
- in the Content Writing Credit course by the Department of English and exploring more opportunities
 - Mrs. Amrita suggested a workshop on Website creation.
 - The Committee will discuss and finalise the events.
3. Dr. Rama Venkat emphasised on the new IIC guidelines for reporting especially for IIC Calendar activities and to take care of the minute details like dates on flyer and reports should match.
 4. The members praised and thanked Dr. Rama Venkat for her motivation, guidance and support in organising all the IIC activities successfully.

The meeting ended with a vote of thanks by Dr. Rama Venkat, President, IIC, St. Mira's College for Girls, Pune.

Q3& Q4 IIC Calendar Activities 2020-21

1	IIC Council Meeting- Review of Q3 progress and Planning of Q4 – 04 th May 2021	Mandatory
2	Interactive Session/Mentoring Session with "Successful Start-up founders" (Entrepreneurs in Campus) – 06 th Feb 2021	Elective
3	February 2021 – Journey of an Event Entrepreneur by Centre for Women Entrepreneurship (CWE) – 20 th Feb 2021	Self-Driven
4	Refuelling start-ups and MSME by Centre for Women Entrepreneurship (CWE)-06 th Mar 2021	Self-Driven
5	Workshop on Intellectual Property Rights (IPRs) and IP management for start-up – 18 th Mar 2021	Elective
6	Workshop on Business Model Canvas (BMC) – 05 th April	Elective
7	Journey of a Social Entrepreneur by 'Araatrika' by Centre for Women Entrepreneurship (CWE) – 10 th April 2021	Self - Driven
8	Online Mira Bazaar-20 th April 2021	Self - Driven
9	"Financial Sutra for Homemakers, Working Professionals, Entrepreneurs and start-Ups" by Centre for Women Entrepreneurship (CWE)- 24 th April 2021	Self_driven
10	A one day or half day session on Angel Investment/VC Funding Opportunity for Early Stage Entrepreneurs	Elective
11	An Orientation session should be organized by Innovation Ambassadors for all students & faculties of Institute.	Elective


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St. Mira's College for Girls





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1

Dr. Jaya Rajagopalan
Principal Incharge

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The first council meeting of Institution's Innovation Council (IIC), St Miras College for Girls, Pune was called by IIC President Dr. Rama Venkatachalam to discuss the Quarter 1 activities to be conducted as per the guidelines of MHRD's Innovation Cell.

Attendance Sheet for Council Meeting 26th October 2021

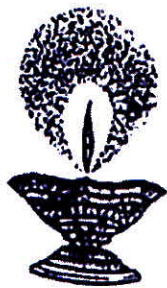
Sr. No.	Name of Member	Member Type (Teaching/ Non-teaching / External Expert)	Key Role/ Position assigned in IIC	Signature
1.	Dr. Rama Venkatachalam	Teaching	Convener, Start-up Activity co-ordinator	<i>Rama Venkat</i>
2.	Ms. Abhradita Chatterjee Nahvi	Teaching	Vice-President, Social Media co-ordinator	<i>Abhradita</i>
3.	Dr. Dimple Buche	Teaching	IPR Co-ordinator	<i>Buche</i>
4.	Ms. Rajni Singh	Teaching	Social Media Coordinator	<i>Rajni Singh</i>
5.	Rekha Kankariya	Teaching	Member	<i>Rekha</i>
6.	Kajal Jaisinghania	Teaching	Internship activity coordinator	<i>Kajal</i>
8.	Amrita Basu	Teaching	Member, NIRF Co-ordinator,	<i>Basu</i>
9.	Ms. Deepa Krishnamurthy	Teaching	Member, ARIIA Coordinator	<i>Deepa</i>
10.	Monika Rajguru	Teaching	Member	<i>Monika</i>
11.	Shubhangi Jagtap	Teaching	Member	<i>Shubhangi</i>
12.	Medha Khandale	Non Teaching	Member	<i>Medha</i>
13.	Mrs Jyoti Chintan	Teaching	Member	Absent
14.	Mrs. Shanthi Fernandes	Teaching	Member	Absent

Date: 26 October 2021
Place: Pune



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Jaya
Dr. Jaya Rajagopalan
Principal In-charge



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Principal Incharge

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The council members met and discussed about the type of activities (IIC calendar and Self-Driven) and the procedure of IIC portal for the report submission mechanism. The was virtual meeting using online platform Google Meet.

The council members also discussed the activities to be conducted under IIC. The council also deliberated on the first quarterly action plan in synchronisation with activities towards promoting IPR, Innovation and Start up.

The council unanimously decided to carry out all the IIC activities on a regular basis throughout the year and meet regularly in beginning of every quarter to review the progress made in previous quarter and also to plan for upcoming quarter. The council has agreed to convene next meeting on 20th December,2021

Date: 26 October 2021

Place: Pune



Jaya
Signature & Seal

(HOI - Dr. Jaya Rajagopalan)



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SADHU VASWANI MISSION'S
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Dr. Jaya Rajagopalan
Principal Incharge

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Minutes of the Meeting

Date-26.10.2021

Time 5pm - 5.45 pm

The President Dr.Rama Venkatachalam welcomed all the members of IIC

- Induction of newly registered students across all streams in the CWE team.
- Further Orientation for CWE to be conducted among new students joining the PG Courses and the Computer Science Stream.
- IIC 4.0 2021-22 to commence soon with various activities.
- IIC Q1 terminates in November with three more activities/events to be organized by the CWE Team members having finished two self-driven activities by Dr. Rama Venkatachalam.
- Dr. Rama Venkatachalam, President IIC to hand over strategic responsibilities of supervising the activities and uploading of documents on IIC Portal to Dr. Dimple Buche and Ms. Abhradita Chatterjee Nahvi respectively.
- Revised set of guidelines to be framed regarding MIC and IIC activities by Dr. Dimple and Ms. Abhradita.
- Dr. Dimple and Ms. Abhradita will conduct an Orientation Programme with the CWE members to keep them abreast of the newly developed rules and regulations.
- All communications to be carried on through the CWE Whatsapp Group and CWE Mail-id.

Date: 26th October 2021
Place: Pune



Jaya
Dr. Jaya Rajagopalan
Principal Incharge



KINDLE THE LIGHT

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Dr. G. H. GIDWANI
Principal

PU/PN/AC/015/(1962)
College Code No. : 013

Minutes of the Meeting

Date-24.10.2020

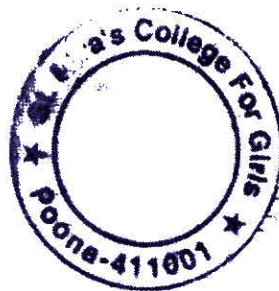
Time 3pm -4pm

The President Dr.RamaVenkatachalam welcomed all the members of IIC

1. A brief introduction of all the members present was done. The guidelines and the activities of IIC was discussed.Since the Establishment Certificate was received only on October 22nd, there are quite a few challenges in coordinating and conducting the activities for the Quarter 1& 2 and also in documentation uploading as per the guidelines of IIC.
2. The Activities of the IIC Calendar 2020-2021 was discussed in detail.
3. The activities of Quarter 1 and 2 hasbeen shortlisted after detailed deliberations. Since this year is pandemic year and IIC has given permission to conduct both Quarters together hence it was decided Quarter I and 2 activities will be conducted from Jul 2020 to Dec 2020.(Refer to Attachment on Quarter 1 and 2 Plan)
4. It was decided that all members have to actively contribute to the activities and its process of documentation for its smooth functioning.
5. Discussion and deliberations on streamlining the conduct of activities and documenting it was laid down clearly to all members present.
6. The roles and responsibility of each member was defined and communicated.

Date: 24th October 2020

Place: Pune

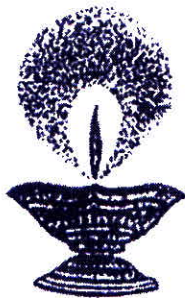


G.H. Gidwani

Signature & Seal

(HOI - Dr. Gulshan H Gidwani)

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Dr. G. H. GIDWANI

Principal

Quarter 1 and 2 Plan 2020-2021

July 2020-December 2020

PU/PN/AC/015/(1962)

College Code No. : 013

Sr. No	Date of Event	Activities	Details
1	02.09.2020	Story Telling session by Entrepreneur Geetha Kutuwan of Southern Attire	IIC Calendar activity 3 (Q1)-Elective
2	17.10.2020	Story Telling by Alumni Entrepreneur on her Fashion Design Label	Self-Driven
3	19.09.2020	Gender Implications of NEP	IIC Calendar activity 9 (Q1)-Mandatory
4	25.09.2020-28.09.2020	5 Days FICCI FLO Workshop on Start Your Own Business	Self-Driven
5	10.10.2020	Live Workshop by CWE member on Basics of Makeup	Self-Driven
5	24.10.2020	Council Meeting 1	IIC Calendar activity 1 (Q1)- Mandatory
6	31.10.2020	Entrepreneurial Processes & Social Entrepreneurship	IIC Calendar activity 2 (Q1)-Elective
7	5.11.2020	Ideation & I2O Mapping	IIC Calendar activity 5 (Q1)-Elective
8	10.11.2020	Council Meeting 2	Review of Progress Made
9	20.11.2020	Workshop on Design and Critical Thinking	IIC Calendar activity 3 (Q2)-Elective
10	25.11.2020	Workshop on Entrepreneurship development phases	IIC Calendar activity 5 (Q2)-Elective
11	30-11-2020	Session on identifying Intellectual Property component at the early stage of Innovation	IIC Calendar activity 7 (Q2)-Elective
12	05-12-2020	Orientation Session on National Innovation and Startup Policy (NISP)	IIC Calendar activity 11 (Q2)-Mandatory
13	06-12-2020	Idea/ PoC pitching & validation and Institute level PoC competition. Submission of Idea/PoC on IIC Portal	IIC Calendar activity 12 (Q2)-Mandatory

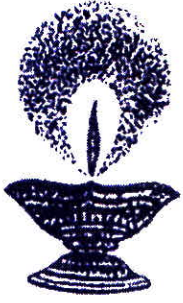
Date: 24th October 2020
Place: Pune



G.H. Gidwani

Signature & Seal
(HOI - Dr. Gulshan H Gidwani)

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Dr. G. H. GIDWANI

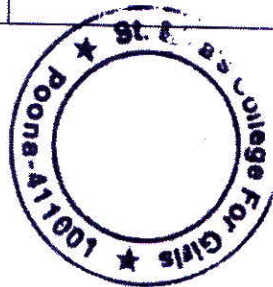
Principal

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College Code No. : 013

Attendance Sheet for Council Meeting 24th October 2020

Sr. No.	Name of Member	Member Type (Teaching/ Non-teaching / External Expert)	Key Role/ Position assigned in IIC	Signature
1.	Dr. Rama Venkatachalam	Teaching	Convener, Start-up Activity co-ordinator	<i>Rama Venkat</i>
2.	Ms. Abhradita Chatterjee Nahvi	Teaching	Vice-President, Social Media co-ordinator	<i>Abhradita</i>
3.	Dr. Dimple Buche	Teaching	IPR Co-ordinator	<i>Dimple</i>
4.	Ms. Rajni Singh	Teaching	Innovation Activity co-ordinator	<i>Rajni Singh</i>
5.	Ms. Deepa Krishnamurthy	Teaching	Member	<i>Deepa</i>
6.	Kajal Jaisinghania	Teaching	Member	<i>Kajal</i>
8.	Mihika Bhanot	External	Start-up, Alumni Entrepreneur	<i>Mihika Bhanot</i>
9.	Mohsinashaikh	Student	IPR	<i>Mohsin</i>
10.	Moksha Shah	Student	Social Media	<i>Moksha</i>
11.	Riya Barde	Student	Start-up-Club	<i>Riya</i>
12.	Zainab Kapadia	Student	Pre-Incubation	<i>Zainab</i>



Date: 24 October 2020

Place: Pune

G.H. Gidwani

Signature & Seal
(HOI - Dr. Gulshan H Gidwani)

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MINUTES OF CWE MEETING ON 11th Oct 2021

Platform: Gmeet at 4.30pm

Members Present :

1. Dr. Rama Venkatachalam
2. Ms. Abhradita Chatterjee Nahvi
3. Dr. Dimple Buche

Agenda of the Meeting : Planning for inauguration of the IDEA club and in-house Ideation Contest.

Discussion

1. Inauguration of the Ideation club – 10th Nov 2021
2. Finalising the students registration list.
3. Self-driven Activity – 22 Oct 2021 by resource person Shivani Sinha on Govt. Initiatives for start ups
4. Plan for the implementing of orientation for CWE members on documentation of IIC activity which will be conducted by Dr Dimple Buche. We will also include how to prepare documentation for self-driven and MIC driven activities for IIC portal.
5. We will have to identify the speaker for the Inaugural of the Idea Club – Mr TejasShyam our probable speaker.
6. Parameters finalised for marking will be
 - Customer Focus and Relevance – 5marks
 - Uniqueness – 5marks
 - Design and visual appeal – 5marks
 - Presentation – 5marks

Signatures

Dr. Rama Venkatachalam



Ms. Abhradita Chatterjee Nahvi



Dr. Dimple Buche



Principal Incharge
St. Mira's College for Girls

CWE MEETING – 20th Dec 2021

Members Present - Dr. Rama Venkat
Dr Dimple Buche
MsAbhradita C Nahvi

Agenda of the Meeting – Discussing the QII IIC activities

Discussion

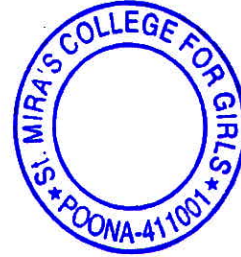
The finalized activities for QII for IIC was finalised as follows :-

1. Workshop on Design Thinking, Critical thinking and Innovation Design – Elective
Co-ordinators – Dr Rama and Abhradita
2. Expert talk on "Process of Innovation Development" – Elective
Co-ordinators – Deepa and Shubanghi
3. Workshop on Entrepreneurship Skill, Attitude and Behaviour Development -Elective
Co-ordinator – Shanthi and Rajni
4. Session on Achieving Problem-Solution Fit & Product-Market Fit– Explore
5. Activity by Farm Didi will be co-ordinated by Mrs Rekha on agri - prunership
6. A session with the CWE faculties on the template to be submitted for the report to be held on 21 Dec 2021

Signatures : Dr. Rama Venkat -

Dr Dimple Buche -

MsAbhradita C Nahvi -



Principal Incharge
St. Mira's College for Girls




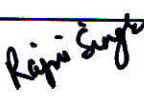



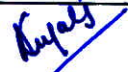
St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)
Centre for Women Entrepreneurship (CWE)
2019-2020
Minutes of Meeting
Mira Bazaar 2019

Date & Day - 27th November 2019, Tuesday

Time - 1 pm

Place - CWE Cubical

Members

Members	Signatures
Dr.(Ms.)RamaVenkatachalam Coordinator	
Ms. Abhradita Chatterjee Nahvi - Co-coordinator	
Ms. Jyoti Chintan	
Ms. Rajni Singh	
Ms. Shanthi Fernandes	
Ms. Deepa Krishnamurthy	
Ms. Rekha Kankariya	Absent
Ms. Amrita Basu	
Ms. Kajal Jaisinghani	




Principal Incharge
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Agenda:

1. Finalize the faculty and student volunteers duty list
2. Finalize the list of Stall Owners & payment for the stalls and stall numbers
3. Coordinate with the Green Club for streamlining their stalls and products
4. Explore more options for Pre and Post event coverage & collaborations
5. Post event followup

Resolutions:

1. Finalize the faculty and student volunteers duty list
Dr Rama venkat has prepared the duty list and she said that she will mail the duty list to every member for their Comments.
2. Finalize the list of Stall Owners & payment for the stalls and stall numbers
The stall numbers and placement has been finalized by Jyoti Chintan. She also manages the payment by stall owners.
3. Coordinate with the Green Club for streamlining their stalls and products-
Rajni Singh and Jyoti to coordinate for the same with Dr. Shalini Iyer
4. Explore more options for Pre and Post event coverage & collaborations
Deepa & Abhradita to ensure pre & post event coverage are done on time and also work on the collaborations
5. Post event follow-up
Kajal and Shanthi to make a plan for post event follow-up, ensure no delay in payments and finalization of Accounts and get it approved by Dr. Dimple Buche. The feedback has to be analysed and a detailed report be prepared.

Rama Venkat

Signature of Coordinator-CWE

(Dr. Rama Venkat)



Jk
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Centre for Women Entrepreneurship (CWE)

2019-2020



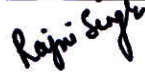



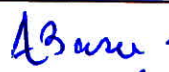

Minutes of Meeting

Recap of Activities done in 2018-19 & Planning for the next year 2020-2021

Date & Day - 5th July 2019, Friday

Time - 1 pm

Place - CWE Cubical

Members	Signatures
Dr.(Ms.)RamaVenkatachalam Coordinator	
Ms. Abhradita Chatterjee Nahvi - Co-coordinator	
Ms. Jyoti Chintan	Absent
Ms. Rajni Singh	
Ms. Shanthi Fernandes	
Ms. Deepa Krishnamurthy	
Ms. Rekha Kankariya	
Ms. Amrita Basu	
Ms. Kajal Jaisinghani	




Principal Incharge
St. Mira's College for Girls

Agenda:

1. Recap of activities of 2018-19
2. Activities planned for year 2019-2020

Resolutions:

Recap of activities:

- Dr. Rama venkat as coordinator of CWE thanked and appreciated every member for their contribution and support in conducting the following activities and was very happy with the number of interesting events that took place this year. To begin with the inaugural session, the two rounds of Ideation competition, workshop by Midas, Awareness talk, valedictory function and prize distribution. All activities were very well planned & implemented. Even the documentation has been very well done.
- Ms. Abhradita said that the students were happy with the ideation competition, also suggested it has to be done at the inter-college level with better prizes. She also said that we need to encourage student entrepreneurs and collect a data base of alumni who are entrepreneurs

1. Plan for the next year:

- Dr. Rama venkat suggested that we should conduct more workshops in which students can show their creativeness and will actively participate.
- Ms. Abhradita Chatterjee suggested having inspiring story telling session by successful entrepreneur's for the students.
- Ms. Shanthi Fernandes suggested to make students participate in inter college events.
- Ms. Amrita Basu said we must do Mira bazaar in bigger way with more stalls & participants
- Ms. Amrita Basu suggested that we must involve science students to register for CWE & participate actively. More students must be encouraged to become entrepreneurs

Dr. Rama Venkat

Signature of Coordinator-CWE

(Dr. Rama Venkat)



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Principal Incharge
St. Mira's College for Girls




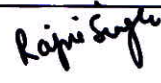


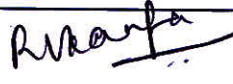


St. Mira's College for Girls, Pune
(Autonomous-Affiliated to SavitribaiPhule Pune University)
Centre for Women Entrepreneurship (CWE)
2018-2019
Minutes of Meeting
Mira Bazaar 2018

Date & Day - 3rd December 2018, Monday

Time - 1 pm

Place - CWE Cubical

Members

Members	Signatures
Dr.(Ms.)RamaVenkatachalam Coordinator	
Ms. Abhradita Chatterjee Nahvi - Co-coordinator	
Ms. JyotiChintan	
Ms. Rajni Singh	
Ms. ShanthiFernandes	
Ms. Deepa Krishnamurthy	
Ms. RekhaKankariya	
Ms. Amrita Basu	
Ms. KajalJaisinghani	




Principal Incharge
St. Mira's College for Girls

Agenda:

1. Finalize the Duty List
2. Explore more opportunities for Sponsorship in Cash & Kind
3. Finalize the list of Stall Owners
4. Finalize the list of Special Invitees and Chief guest
5. Finalize the list of Student Volunteers

Resolutions:

Dr. Rama venkat as coordinator of CWE thanked and appreciated every member for their contribution and support in CWE activities during the year.

1. Finalize the Duty List:

RekhaKankariya has prepared the duty list and she said that she will mail the duty list to every member for their suggestions. Equitable distribution of roles and responsibilities has been kept in mind.

2. Explore more Sponsorship in Cash or Kind:

Ms. Abhradita requested all faculty members to share the invitation for sponsorship in their network.

3. Finalize the list of Stall Owners:

Dr Rama venkat requested that the list of stall owners has to be finalized by 6th December. Also allocate the stall numbers and no repetition of items in stalls.

4. Finalize the list of Special Invitees and Chief guest:

Ms. JyotiChintan said she will be finalizing the invitees from the SVM and faculty from other colleges by 7th December. Student volunteers will do a personal invitation round for special invitees and Chief Guest.

5. Finalize the list of Student Volunteers:

Ms.KajalJaisinghani said that she will finalize the list of student volunteers. Also finalize the duty list of student volunteers.



Signature of Coordinator-CWE

(Dr. Rama Venkat)






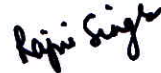



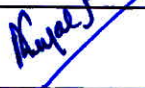

Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)
Centre For Women Entrepreneurship (CWE)
2018-2019
Minutes Of Meeting
Planning for the year 2018-2019

Date & Day - 4th July 2018, Wednesday

Time - 1 pm

Place - CWE Cubical

Members	Signatures
Dr.(Ms.)RamaVenkatachalam Coordinator	
Ms. Abhradita Chatterjee Nahvi - Co-coordinator	
Ms. Jyoti Chintan	
Ms. Rajni Singh	
Ms. Shanthi Fernandes	Absent
Ms. Deepa Krishnamurthy	
Ms. Rekha Kankariya	
Ms. Amrita Basu	
Ms. Kajal Jaisinghani	




Principal Incharge
St. Mira's College for Girls

Agenda:

Planning for the year- CWE related activities focussing on students startups & Business ideas

Resolutions:

- Dr. Rama venkat as coordinator of CWE thanked and appreciated every member for their contribution and support and encouragement in CWE initiatives in the last year.

Plan for the year:

- Dr. Rama venkat saidtry to get more sponsorships for CWE. More activities related to Business plan, Intra- college , Inter- college competitions and entrepreneurship related activities.
- Ms. Rekha Kankariya said we must do Mira bazaar in bigger way and promote inter college level.
- Ms.Amrita Basu suggested that we must involve BCA students actively in the events.
- Ms.Abhradita suggested that workshops by external agencies to be explored during the year for students to get better exposure
- Ms.Kajal & Ms.Deepa said they will encourage more students to enrol for CWE
- Dr.Rama Venkat suggested that students should be actively involved in organizing the events & documentation. Appreciation certificates to be given to student volunteers.

Rama Venkat

Signature of Coordinator-CWE

(Dr. Rama Venkat)



JL




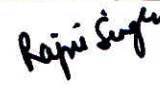


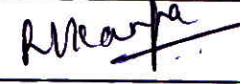

**Principal Incharge
St. Mira's College for Girls**

St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)
Centre For Women Entrepreneurship (CWE)
2017-2018
Minutes Of Meeting
Mira Bazaar Dec2017

Date&Day - 28th November 2017, Tuesday

Time - 1 pm

Place - CWE Cubical

Members	Signatures
Dr.(Ms.)RamaVenkatachalam Coordinator	
Ms. Abhradita Chatterjee Nahvi - Co-coordinator	
Ms. JyotiChintan	
Ms. Rajni Singh	
Ms. ShanthiFernandes	
Ms. Deepa Krishnamurthy	
Ms. RekhaKankariya	
Ms. Amrita Basu	
Ms. KajalJaisinghani	




Principal Incharge
St. Mira's College for Girls

Agenda:

1. Finalize the Duty List
2. Explore more Sponsorships in Cash & Kind
3. Finalize the list of Stall Owners
4. Finalize the list of Special Invitees and Chief guest
5. Finalize the list of Student Volunteers

Resolutions:

Dr. Rama Venkat as coordinator of CWE thanked and appreciated every member for their contribution and support in planning for Mira Bazaar

1. Finalize the Duty List:

Dr Rama Venkat has prepared the duty list and she said that she will mail the duty list to every member for their Comments.

2. Explore more Sponsorships in Cash & Kind:

Ms. Abhradita requested all faculty members to network in their contacts for sponsorship in cash and kind.

3. Finalize the list of Stall Owners:

Dr Rama Venkat requested that the list of stall owners has to be finalized by 30th November.

4. Finalize the list of Special Invitees and Chief guest:

Ms ShanthiFernandes said she will be finalizing the invitees from the SVM and faculty from other colleges by 1st December.

5. Finalize the list of Student Volunteers:

Ms. Jyoti said that she will finalize the list of students volunteers and make duty list for the same.

Signature of Coordinator-CWE

(Dr. Rama Venkat)



Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Centre For Women Entrepreneurship (CWE)

2017-2018




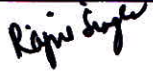



Minutes Of Meeting

Recap of Activities done during the year & Goals for the next year 2018-2019

Date & day – 27th March 2018, Tuesday

Time – 1 pm

Place - CWE Cubical

Members	Signatures
Dr.(Ms.)RamaVenkatachalam Coordinator	
Ms. Abhradita Chatterjee Nahvi - Co- ordinator	
Ms. JyotiChintan	
Ms. Rajni Singh	
Ms. ShanthiFernandes	
Ms. Deepa Krishnamurthy	Absent
Ms. RekhaKankariya	
Ms. Amrita Basu	
Ms. KajalJaisinghani	Absent




Principal Incharge
St. Mira's College for Girls

Agenda:

1. Recap of activities done during the year since inauguration
2. Activities planned for the next year

Resolution:

1) Recap of activities:

- Dr. Rama Venkat as coordinator of CWE thanked and appreciated every member for their contribution and support in conducting the following activities.
- Inaugural Session of CWE by Ms. Nabomita Mazumdar
- National Entrepreneurship Awards (NEAS) 2017 created awareness and disseminate information about the National Entrepreneurship Awards (NEAS) 2017 under the Ministry of Skill Development and Entrepreneurship (MoSDE).
- Talk by an Entrepreneur by Mr. Amit Vijay Pokarna.
- Mira Bazaar 2017 was inaugurated by Mrs. Soniya Konjetti.
- Entrepreneurship Awareness Talk by Mrs. Abhradita Chatterjee Nahvi and Mrs. Shanthi Fernandes delivered a talk on the objectives of the Centre for Women Entrepreneurship (CWE).
- Orientation for Incubation Centre 2018 by TISS, Mumbai.

2) Plan for the next year:

- Rajni Singh suggested that we must do activities related to Business Plan.
- Abhradita suggested that we must have an Intercollege Competition.
- Dr. Rama Venkat suggested that we must encourage more students to register for CWE.
- All members were of the opinion that we must invite practitioners to address the students

Dr. Rama Venkat

Signature of Coordinator-CWE

(Dr. Rama Venkat)



JE

**Principal Incharge
St. Mira's College for Girls**

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2021-22)

The Cultural Committee had its meeting with Student Council representatives through zoom on 12th March 2022 at 1.45 p.m.

Agenda – 1. To plan the Annual Socials 2022

Details –

Dr. Vaishali Joshi greeted Student Council representatives and explained the agenda.

She said that though Student Council and Cultural Club are two different bodies, they should work in sync and pull resources and efforts together.

It was unanimously decided that Traditional Day will be celebrated on 8th April 2022 and socials will be organized on 9th April 2022. It was also decided that a proper budget estimate will be prepared and presented to the Principal-in-charge.

Members present for the meeting –

- | | | |
|-----------------------|------------------------|--|
| 1. Dr. Vaishali Joshi | Co-ordinator |  |
| 2. Lakshya | Cultural Club Member |  |
| 3. Sherin George | Cultural Club Member |  |
| 4. Rinita Adhikari | Cultural Club Member |  |
| 5. Ayushi Dube | Student Council Member |  |
| 6. Ayushi Keshari | Student Council Member |  |




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2021-22)

The Cultural Committee had its meeting through zoom on 16th October 2021 at 10.45 through Zoom.

Agenda-

- To plan the Cultural Club Inauguration program
- To decide the name for the Cultural Club

Details –

Dr. Vaishali Joshi welcomed student representatives to the meeting and explained the agenda.

Program content was discussed in details.

It was decided to invite Sawani Vinita as chief guest to inaugurate the Cultural Club.

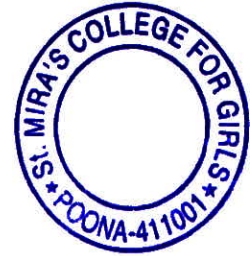
It was unanimously agreed that the club would be named Kalarambh and that it will be officially launched in the inaugural function.

Students volunteered to make sample logos. It was agreed that after the committee screening the designs and with Principal's approval, one design would be finalized.

The tentative date was decided as 10th or 16th November 2021.

Members present for the meeting-

Dr. Vaishali Joshi	Co-ordinator	<i>Wani</i>
Dr. Sangeeta Deshmukh	Member	<i>Sangeeta Deshmukh</i>
Mrs. Swati Sarwate	Member	<i>Swati Sarwate</i>
Mrs. Shital Jadhav	Member	<i>Shital Jadhav</i>
Ms. Kajal Jaisinghani	Member	<i>Kajal</i>
Ms. Lakshya	Student representative	<i>Dakshya</i>
Ms. Rinita Adhikari	Student representative	<i>Rinita</i>
Ms. Sherin George	Student representative	<i>Sherin</i>
Ms. Lavina Waghatekar	Student	<i>Lavina</i>



[Signature]
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2021-22)

The Cultural Committee had its meeting through zoom on 8th September 2021 at 10.45 in Room No. 111

Agenda – 1. To review the Ganesh Festival Cultural Program

Details –

Dr. Vaishali Joshi presented the tentative program in connection with Ganesh festival. She also informed that students who are volunteering for this program are also interested in joining the Cultural Club.

The committee decided that student registrations for the Club would be invited through Google form and then it would be launched through a separate cultural program.

Members present for the meeting-

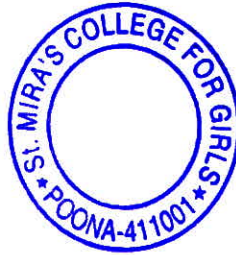
Dr. Vaishali Joshi (Co-ordinator) *WJ*

Dr. Sangeeta Deshmukh *Sangeeta Deshmukh*

Mrs. Swati Sarwate *Swati Sarwate*

Mrs. Shital Jadhav *Shital Jadhav*

Ms. Kajal Jaisinghani *Kajal Jaisinghani*



JR
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2021-22)

The Cultural Committee had its meeting through zoom on 28th June 2021 at 1p.m.

Agenda

1. To formulate policy and plan of the committee
2. To plan the annual activities of the committee

Details

Dr. Vaishali Joshi welcomed all the members and presented the agenda.

Dr. Joshi suggested that with a view to increase student's participation in cultural activities, a formal Cultural Club should be formulated which will be open for students, faculty and non-teaching staff as well. Swati Sarwate and Kajal suggested that from each stream two students should be identified who will then take the responsibility of student enrollment. It was agreed that the club would be inaugurated with a program involving outside guest/artist.

Dr. Joshi further suggested that one inter-collegiate competition of Bhakti Sangeet be organized by the college. The committee decided that this event will be organized either in September or in February depending on the COVID situation.

The other annual activities were discussed and finalized.

Dr. Joshi suggested that each committee member should formulate 2 objectives and outcomes which will be compiled and finalized as policy document of the committee.

It was decided that the committee will have next meeting around mid-July.

Members present-

Dr. Vaishali Joshi (Co-ordinator) *WJoshi*

Dr. Sangeeta Deshmukh *Sangeeta Deshmukh*

Mrs. Swati Sarwate *Swati Sarwate*

Ms. Kajal Jaisinghani *Kajal*



[Signature]
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
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Cultural Committee

Minutes of the meeting (2020-21)

The cultural committee had its meeting on 7th June 2020 on zoom platform.

Agenda of the meeting –

- Review of last year's activities and reports
- Planning of activities

Dr. Vaishali Joshi welcomed the members and presented the agenda. She mentioned that reports of previous year's activities in given format should be submitted at the earliest.

Plan of activities for the year in view of new online mode was discussed. Dr. Swati Sarwate volunteered to organize an online cultural programe. All other members consented to plan regular activities on online platform.

Members present for the meeting –

Dr. Vaishali Joshi	Co-ordinator	<i>V Joshi</i>
Dr. Sangeeta Deshmukh	Member	<i>S Deshmukh</i>
Dr. Swati Sarwate	Member	<i>Swati Sarwate</i>
Ms. Jyoti Chintan	Member	<i>J Chintan</i>
Ms. Shital Jadhav	Member	<i>S Jadhav</i>
Ms. Kajal Jaisinghani	Member	<i>Kajal J</i>

V Joshi
Coordinator Cultural
Committee



G. H. Gidwani
Principal
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

2

Cultural Committee

Minutes of the meeting (2020-21)

The cultural committee had its meeting on 25th July 2020 on zoom platform.

Agenda of the meeting –

- Review of preparation of activities and problems if any

Dr. Vaishali Joshi welcomed the members and requested Swati to give the update of the online cultural event planned on 1st August 2020.

Swati updated the progress and mentioned that along with a cultural program, a painting competition will be also organized in connection with Dada J.P.Vaswani's birthday. The program will be titled 'Emerge'.

All members congratulated her for planning this event amidst all new challenges.

Members present for the meeting –

Dr. Vaishali Joshi	Co-ordinator	<i>Ushali</i>
Dr. Sangeeta Deshmukh	Member	<i>Sangeeta Deshmukh</i>
Dr. Swati Sarwate	Member	<i>Swatee Sarwate</i>
Ms. Jyoti Chintan	Member	<i>Jyoti</i>
Ms. Shital Jadhav	Member	<i>Shital</i>
Ms. Kajal Jaisinghani	Member	<i>Kajal</i>

Ushali
Co-ordinator
Cultural Committee



G. H. Gidwani
Principal
St. Mira's College for Girls

3

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2020-21)

The meeting of the Cultural Committee was held on 03rd February, 2021 at St. Mira's College for Girls, Pune at 3.30 p.m. through Zoom Cloud Meeting application.

The agenda of the meeting was as follows:

1. To welcome the student representative for Cultural Committee
2. Discussion on Cultural activity to be conducted
3. Discussion on the date and activities of the event to be conducted

Dr. Vaishali Joshi welcomed the student representative Ms. Namarata Dutta to the cultural committee

The committee discussed on a proposal of organizing one common college cultural event around Valentine's Day.

Committee has proposed and commonly agreed on the date: 16-02-2021

The committee members have decided to have a brain storm on activities to be included in the event with the details of students performing the same and will meet on 08-02-2021 at 3.30 pm to finalize everything.

Members present for the meeting –

Dr. Vaishali Joshi	Co-ordinator	<i>Ushale</i>
Dr. Sangeeta Deshmukh	Member	<i>Sangeeta Deshmukh</i>
Dr. Swati Sarwate	Member	<i>Swati Sarwate</i>
Ms. Jyoti Chintan	Member	<i>Jyoti</i>
Ms. Shital Jadhav	Member	<i>Shital</i>
Ms. Kajal Jaisinghani	Member	<i>Kajal</i>
Ms. Namrata Dutta	Student representative	

Ushale
Co-ordinator
Cultural Committee



G. H. Gidwani
Principal
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Cultural Committee

Minutes of the meeting (2019-20)

The cultural committee had a meeting on 19th June 2019 at 11.00 a.m. at the staff room.

Agenda of the meeting –

1. To discuss and plan cultural activities for the first semester.

Details of the meeting -

Dr. Vaishali Joshi greeted the members of the committee. Tentative activities to be conducted in the first semester were discussed. It was decided to focus on providing timely information of various cultural events and competitions to students so that their participation is enhanced.

Dr. Sangeeta Deshmukh proposed that audio-visual clips could be used creatively in organizing cultural programs.

It was also decided that Ganesh festival will be organized taking inputs and help from the Green Club.

Members of the Committee-

1. Dr. Vaishali Joshi (Co-ordinator) *V Joshi*
2. Dr. Sangeeta Deshmukh (Member) *S Deshmukh*
3. Ms. Jyoti Chintan (Member) *J Chintan*
4. Mrs. Swati Sarwate (Member) *Swati Sarwate*
5. Mrs. Kajal Jaisinghani (Member) *Kajal*
6. Ms. Sheetal Jadhav (Member) *S Jadhav*
7. Ms. Viveka Singh (Member)



[Signature]
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2019-20)

The Cultural Committee meeting was held on 1st July, 2019, at 1.00 p.m. at the staff room.

2. Agenda of the meeting – To plan the special cultural program for the Autonomy Review Committee

Details of the meeting-

Dr. Vaishali Joshi communicated to the committee members that the Committee has to organize a special cultural program during the Autonomy Review Committee visit. Various possibilities of the content of the special cultural program were discussed. Members suggested that the program should show a good combination of dance and music. Dr. Vaishali Joshi volunteered to monitor the singing and music part of the program.

Members present for the meeting-

1. Dr. Vaishali Joshi (Co-ordinator) *VJoshi*
2. Dr. Sangeeta Deshmukh (Member)
3. Mrs. Jyoti Chintan (Member) *JChintan*
4. Mrs. Kajal Jaisinghani (Member) *Kajal*
5. Swati Samal *Swati Samal*



[Signature]
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2019-20)

The Cultural Committee meeting was held on 26th November, 2019, at 1.00 p.m. at the staff room.

Agenda of the meeting – To discuss and plan the social gathering.

Details of the meeting-

Dr. Vaishali Joshi informed that the UGC has directed to have the theme of 'Unity in Diversity' for the annual cultural programme. The committee had a discussion regarding how to strike a balance between the popular forms that students like to perform and the theme given by UGC.

It was decided that one theme based item like a segment on folk dance or exclusive fashion show, can be included in the programme. It was also decided that insights from student council should be taken regarding the structure and sequence of the program.

Members present for the meeting were-

1. Dr. Vaishali Joshi (Co-ordinator) 
2. Dr. Sangeeta Deshmukh (Member) 
3. Mrs. Jyoti Chintan (Member) 
4. Mrs. Swati Sarwate (Member) 
5. Mrs. Sheetal Jadhav (Member) 




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2019-20)

The Cultural Committee meeting was held on 29th January, 2020, at 1.00 p.m at the staff room.

Agenda of the meeting – To discuss and plan the cultural program for Annual Prize distribution.

Details of the meeting-

Dr. Vaishali Joshi presented the agenda and communicated that Principal Mam has suggested to have a short cultural program in the beginning of the Annual Prize distribution function.

Dr. Joshi proposed that the students who completed the Kathak credit course could perform a Ganesh Vandana or Devi Stuti. This would provide good platform to students to showcase their talent.

The committee approved this unanimously.

Dr. Vaishali Joshi (Co-ordinator) *V Joshi*

Dr. Sangeeta Deshmukh (Member)

Mrs. Jyoti Chintan (Member) *J Chintan*

Mrs. Swati Sarwate (Member) *Swati Sarwate*

Mrs. Kajal Jaisinghani (Member) *Kajal Jaisinghani*



Jb
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2018-19)

The cultural committee had a meeting on 20th June 2018 at 11.00 a.m. at the staff room.

Agenda of the meeting – To discuss and plan cultural activities for the first semester.

Details of the meeting -

Dr. Vaishali Joshi greeted the members of the committee. Activities to be organized in the semester were discussed. Dr. Joshi communicated that these activities will be conducted in co-ordination with Sanctuary Committee.

It was agreed that students interested in participating in Anjali Week celebrations should be identified by end of June so that there would be enough time to train them.

It was decided that Ms. Komal Tujare would be in charge of English declamation, Mrs. Shital Jadhav of Hindi declamation, Mrs. Sangeeta Deshmukh of Marathi declamation and Mrs. Vaishali Joshi to be in charge of the Anjali Geet competition.

Members present for the meeting were-

1. Dr. Vaishali Joshi (Co-ordinator) *V Joshi*
2. Dr. Sangeeta Deshmukh (Member) *S Deshmukh*
3. Ms. Jyoti Chintan (Member) *J Chintan*
4. Mrs. Shanti Fernandes (Member) *S Shanti*
5. Ms. Swati Sarwate (Member) *S Swati Sarwate*
6. Ms. Sheetal Jadhav (Member) *S Jadhav*
7. Ms. Komal Tujare (Member) *K Tujare*



K
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2018-19)

The Cultural Committee meeting was held on 20th November, 2018, at 11.00 a.m at the staff room.

Agenda of the meeting – To discuss and plan the social gathering.

Details of the meeting-

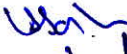
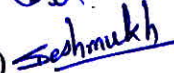

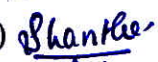
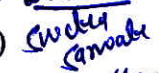


Tentative dates of the Annual Socials were decided. The dates to be finalized after discussion with the Principal.

It was agreed that more responsibility should be given to Student Council. The focus should be on helping the students to organize events.

Komal Tujare suggested that teachers can also participate in the programme and it could be a surprise to the students. She agreed to take the responsibility of setting a dance.

Swati Sarwate said she would communicate it to the BBA/BCA/BCS faculty.

Members present for the meeting were-

1. Dr. Vaishali Joshi (Co-ordinator) 
2. Dr. Sangeeta Deshmukh (Member) 
3. Ms. Jyoti Chintan (Member) 
4. Mrs. Shanti Fernandes (Member) 
5. Ms. Swati Sarwate (Member) 
6. Ms. Sheetal Jadhav (Member) 
7. Ms. Komal Tujare (Member) 




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2018-19)

The Cultural Committee meeting was held on 16th January, 2019, at 11.00am at the staff room.

Agenda of the meeting – To discuss and plan the Intra-collegiate Music festival.

Details of the meeting-

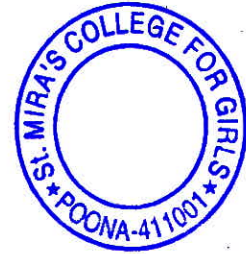
Dr. Vaishali Joshi presented the agenda and communicated that the students had urged to have a special Intra-collegiate Music festival as there are many talented students willing to show their musical competence.

The committee discussed the possibility of having the program with proper arrangement and accompaniment. Ms. Komal volunteered to co-ordinate with students and take care of the technical part.

Two tentative dates of 31st January and 1st February were proposed and it was decided that the date will be finalized as per Principal Mam's schedule.

Members present for the meeting were-

1. Dr. Vaishali Joshi (Co-ordinator) *V Joshi*
2. Dr. Sangeeta Deshmukh (Member) *S Deshmukh*
3. Ms. Jyoti Chintan (Member) *J Chintan*
4. Mrs. Shanti Fernandes (Member) *Shanti*
5. Ms. Komal Tujare (Member) *K Tujare*



Jh
Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Cultural Committee

Minutes of the meeting (2018-19)

The Cultural Committee meeting was held on 7th February, 2019, at 1.00 p.m. at the staff room.

Agenda of the meeting – To plan a special program of Kathak dance

Details of the meeting-

Dr. Vaishali Joshi greeted Dr. Sandhya Pandit, HoD, History department and presented the agenda. She stated that the Cultural Committee along with History department would organize a special Kathak concert by Rasikatai and her disciples. This program would be organized with an aim to give our students an orientation in this classical dance form.

Dr. Sandhya suggested that the session could be organized in a Lecture-Demo format so that Rasikatai can narrate about the history and distinct form of Kathak.

Dr. Vaishali Joshi said that she would co-ordinated with Rasikatai and check if she needs any specific arrangements in the auditorium.

It was decided that tentative dates would be from third or last week of February.

Members present for the meeting were-

1. Dr. Vaishali Joshi (Co-ordinator) *V Joshi*
2. Dr. Sangeeta Deshmukh (Member) *S Deshmukh*
3. Mrs. Jyoti Chintan (Member) *J Chintan*
4. Dr. Sandhya Pandit (HoD, Dept. of History) *SP*



JK
Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to Savitribai Phule Pune University)

2017-2018
Cultural Committee

Minutes of Meeting -Date: 15th June 2017 Time: 12noon

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Ms. Elizabeth Kanade	Elizabeth Kanade
2	Mrs. Shanthi Fernandes	Shanthi
3	Ms. Komal Tujare	Komal Tujare
4	Roma Dar	Roma Dar
5	Student Representative	Vasda

Agenda:

1. Reading and approving minutes of previous meeting.
2. Reviewing the academic calendar and identifying the regular activities of the committee and planning to execute it.
3. Introducing some new events/competitions
4. Cultural fest .
5. Any other points and deciding the date for next meeting.

Venue:- Accounts Cubical

Time:- 12 noon to 1.15 pm

The following points were discussed in the meeting:

1. Previous minutes read by Mrs. Shanthi Fernandes, approved by Ms. Elizabeth Kanade.
2. Committee members came forward with novel ideas for this academic year.
3. Events like poster making, cultural fest, musical drama, charcoal painting and rangoli competition at inter collegiate level were proposed
4. Duties for website reporting, documentation, and co-ordination were outlined among the committee members for the upcoming activities

Next meeting to be held on 2nd September 2017 at 10:45 am




Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to Savitribai Phule Pune University)

2017-2018
Cultural Committee

Minutes of Meeting -Date: 02nd September 2017 Time: 10:45 am
MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Ms. Elizabeth Kanade	Elizabeth Kanade
2	Mrs. Shanthi Fernandes	Shanthi
3	Ms. Komal Tujare	Komal Tujare
4	Roma Dar	Roma Dar
5	Student Representative	B. Parthure

Agenda:

1. Reading and approving minutes of previous meeting.
2. Decision on the date, theme and rules for the competition.
3. Preparation before and after the event and reporting .
4. Any other points and deciding the date for next meeting.

Venue:- Accounts Cubical

Time:- 10.45 am to 11.15 am

The following points were discussed in the meeting:

1. Previous minutes read by Mrs. Shanthi Fernandes, approved by Ms. Elizabeth Kanade.
2. It was decided that a 20th or 23rd September 2017 between 11.am to 12 noon to organize the competition.
3. Rules were listed and judges were identified and communicated about the rubrics for evaluation and tentative dates.
4. Permission for space, prizes and certificates were discussed and duties were allocated to students and committee members.

Next meeting to be held on 25th October 2017 at 1:00pm




Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to Savitribai Phule Pune University)

2017-2018
Cultural Committee

Minutes of Meeting -Date: 25th October 2017 Time: 1:00 pm

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Ms. Elizabeth Kanade	Elizabeth Kanade
2	Mrs. Shanthi Fernandes	Shanthi Fernandes
3	Ms. Komal Tujare	Komal Tujare
4	Roma Dar	Roma Dar
5	Student Representative	B. Panchure

Agenda:

1. Reading and approving minutes of previous meeting.
2. Chalking out a plan for Annual socials, Christmas programme and T.Y. farewell
3. Tentative dates, theme for the programmes and assigning duties to committee members and student members.
4. Dates for meeting with students for discussion on annual socials.
5. Planning for and cultural dance competition after reviewing the plan and availability of resources.
6. Any other points and deciding the date for next meeting.

Venue:- Accounts Cubical

Time:- 1.00pm to 2.00 pm

The following points were discussed in the meeting:

1. Previous minutes read by Ms. Komal Tujare, approved by Ms. Roma Dar.
2. It was decided that to get approval of the dates for Annual socials, Christmas programme in co-ordination with sanctuary committee and farewell and
3. To start the preparation in the first week of December and to take a dry run of the event three days prior.
4. Allocation of roles and responsibilities stream wise and involving student council members for the same.

Next meeting to be held on 29th November 2017 at 1:00pm


Principal Incharge
St. Mira's College for Girls



St. Mira's College Alumni Association




Minutes of Meeting, 2021-22

Date: 21-07-2021, Wednesday

Agenda:

1. Scrutinizing the points discussed in the Virtual Meeting of Alumni Association dated 17-07-21.
2. Working on Policy Documents to be adopted in the new year along with the Plan of Action
3. Planning of Alumni Participation in the Third Year Farewell.
4. Alumni Representation in Student Induction Programme.
5. Alumni Activities in Term I and Term II.

Alumni College Committee Members:

1. Dr. Dimple Buche, Coordinator, Alumni College Committee 
2. Mrs. Smita Borkar, Member 
3. Mrs. Amrita Basu, Member 

Minutes of Meeting:

1. Extensive Discussion on the Policies adopted, revised with the appropriate Plan of Action by the Committee members.
2. DVV 2017-22 to be created for upcoming NAAC.
3. It was resolved that the Alumni College Committee will conduct its meetings separately from the Alumni Association as a part of Participative Management.
4. General and Special Objectives with the necessary Plan of Actions to be segregated and dealt with separately.
5. Increase the corpus by inducting new members and simplify the execution of it.
6. Alumni Feedback process and collating data from it to be simplified further.
7. The Alumni should feature in almost all the important events like the Farewell, Induction and others.
8. The Alumni College Committee Members will assist the Association in their Activities in 2021-22.
9. The Alumni College Committee discussed various possible events that can be organized in Term I & II including Alumni Meet.
10. Discussion of creating and designing Alumni Website exclusively.




Principal Incharge
St. Mira's College for Girls

St. Mira's College Alumni Association




Minutes of Meeting, 2021-22

Date: 29-09-2021, Wednesday

Agenda:

1. Alumni committee objectives to be discussed
2. MOM of our College Committee meetings to be collated.
3. Identify at least 3 more active alumni members to support the present AA managing committee.
4. Mail to be finalised and sent to the website committee for uploading distinguished alumni of all departments
5. Status of 5.4.2 for 2021- Smita to follow up with AA treasurer and share status during meeting
6. Suggestions for initiative in the next semester

Alumni College Committee Members:

1. Dr. Dimple Buche, Coordinator, Alumni College Committee 
2. Mrs. Smita Borkar, Member 
3. Mrs. Amrita Basu, Member 

Minutes of Meeting:

1. To encourage more alumni to register specially the outgoing batches at UG and PG levels. Enrolling of more alumni through various contacts.
2. Reporting all the Upcoming and Conducted Events on all Social Media Handles, posting of the Flyer, Reports and Photographs to keep the Alumni in the loop keeping them abreast of the different kinds of activities carried on in College.
3. Organising Alumni Interface frequently to strengthen the contact. Inducting Alumni in Board of Studies.
4. Active alumni members to be provided to the Alumni Association for their assistance, maintaining records, replying to mails and others. A few active alumni were identified from different streams of St. Mira's to be approached later.
5. MA, M.Com, M.Sc students turned alumni to be inducted every year. It will be made mandatory for Student Council Members to register with the Alumni Association and continue with their service lifelong.
6. Finalize Distinguished Alumni Members to be handed over to the Website Committee for uploading.
7. Concerned Departments organising Alumni Interface should report to the Alumni Association along with the Website.
8. Mails regarding the above points were sent immediately to the college.
9. Ms. Smita Borkar to look into the audited report for all the financial contribution 2021-22.
10. CWE Alumni Sponsorship discussed in detail. Departments to be identified and approached. Institute may also raise funds through sponsorships and donations by actively engaging **Alumni network** for promoting Innovation & Entrepreneurship (I&E)




Principal Incharge
St. Mira's College for Girls

St. Mira's College Alumni Association




Minutes of Meeting, 2021-22

Date: 15-12-2021, Wednesday

Agenda:

1. Planning for the 3-day Workshop on Makeup and Hairstyles as alumni contribution to employment generation
2. Planning for Vaccination Drive for the students below 18 years and Booster Doses to Faculty members.

Alumni College Committee Members:

1. Dr. Dimple Buche, Coordinator, Alumni College Committee 
2. Mrs. Smita Borkar, Member 
3. Mrs. Amrita Basu, Member 

Minutes of Meeting:

1. Discussion and extensive planning about Virtual Alumni Workshop for 3 days in January 2022.
2. Discussion about the Vaccination Drive in February 2022.




Principal Incharge
St. Mira's College for Girls

6-7-21 Addl Info.

2020-21

St. Mira's College Alumni Association

Minutes of Meeting, 2020-21

Date: 01-07-2020, Thursday

Agenda:

1. Review of Alumni Association achievement and performance of Academic Calendar 2019-20
2. Planning for Virtual Alumni Activities in 2020-21

Alumni College Committee Members:

1. Dr. Dimple Buche, Coordinator, Alumni College Committee *Buche*
2. Mrs. Smita Borkar, Member *Borkar*
3. Mrs. Amrita Basu, Member *Basu*

Minutes of Meeting:

1. Discussion about Virtual Alumni Meet 2020-21.
2. Preparation for other events specially under Social Outreach to reach across to Covid-19 impacted students
3. Planning for an event during festive season to boost the alumni.
4. Planning a webinar on Career Options by Alumni.

Buche

[Coordinator
Alumni Committee]



G. H. Gidwani

Principal
St. Mira's College for Girls

St. Mira's College Alumni Association




Minutes of Meeting, 2020-21

Date: 02-01-2021, Saturday

Agenda:

1. Planning a virtual Farewell for the three stalwarts of St. Mira's, Dr. Gulshan Gidwani, Mrs. Stella Ambrose and Dr. Soniya Chavan.

Alumni College Committee Members:


1. Dr. Dimple Buche, Coordinator, Alumni College Committee 
2. Mrs. Smita Borkar, Member 
3. Mrs. Amrita Basu, Member 

Minutes of Meeting:

1. Discussion and extensive planning about Virtual Alumni Meet 2020-21.


[Coordinator
Alumni Committee]




Principal
St. Mira's College for Girls

**ST. MIRA'S COLLEGE ALUMNI ASSOCIATION
ST.MIRA'S COLLEGE FOR GIRLS, PUNE**




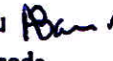


MINUTES OF THE MEETING: 20th May 2021.(Thursday)

TIME: 5pm to 6pm

VENUE: Virtual Zoom Meeting

Following members were present for the meeting.

ATTENDANCE:

1. Principal,Dr.GidwaniMaam
2. Mrs. Kashmira Parekh
3. Mrs. Asha Panicker
4. Dr.Dimple Buche 
5. Ms. RupalGesota
6. Mrs. GauriMhalgi 
7. Mrs. SmitaBorkar 
8. Ms. HeshmaDaryanani
9. Ms. TretaLulla
10. Mrs. Amruta Basu 
11. Ms. Elizabeth Kanade
12. Mrs. SulochanaBajaj 
13. Dr.MeenakshiWagh 

AGENDA 1: Change of Auditor.

RESOLUTION:Mrs. Kashmira Parekh (President of AA)proposed the name of a new Chartered Accountant Ms. Padma Balkrishnan for the post of the Auditor of the Alumni Association. It was unanimously agreed by all the members present in the meeting. An Appointment Letter would be sent to her for the post of Auditor for Alumni Association.

AGENDA 2: Virtual Dance and Music Fund Raising Event.

RESOLUTION: The AA would organize a Dance Event in collaboration with Artsphere, founded byMs. AnubhaDoshi, an alumna of St. Mira's. The event would raise funds to aid the Covid-19 impacted students of the St. Mira's College for Girls. All the members actively participated to support the noble cause.

AGENDA 3: Online Alumni Association Registration Form to be updated.




Principal Incharge
St. Mira's College for Girls

RESOLUTION: Online Alumni Association Registration Google Form Layout was discussed and suggestions for necessary changes to be accommodated, to make it simple and user friendly. Mrs. Asha Panicker and Mrs. SmitaBorkar would work together to facilitate the implementation. The Form would also have a payment option and membership category for Alumni to select. Alumni registration would amount to Rs.250/- for first 5 years. Annual Registration amount of Rs.250/ and Lifetime Registration of Rs.1000/- was finalised.

Mrs. GauriMhalgi (Treasurer of AA) has placed the order for Alumni Association official letter template with an appropriate letterhead.




Principal Incharge
St. Mira's College for Girls

**ST.MIRA'S COLLEGE ALUMNI ASSOCIATION
ST.MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to SavitribaiPhule, Pune University)**

MINUTES OF THE MEETING: 16th March 2021.

TIME: 9.30 am to 10.30 am

VENUE: Principal's Office

Following members were present for the meeting.

ATTENDANCE:

1. Principal, Dr. Gidwani Maam
2. Vice Principal, Dr. Shaliniyerl *Sejw*
3. Dr. Jaya Rajagopalan
4. Mrs. Kashmira Parekh
5. Dr. Dimple Buche *D*
6. Ms. Rupal Gesota
7. Mrs. Gauri Mhalgi *Gauri*
8. Dr. Soniya Chavan
9. Ms. Heshma Daryanani
10. Ms. Treta Lulla
11. Mrs. Amrita Basu *Am*
12. Ms. Elizabeth Kanade

AGENDA 1: Presentation of the Mementos in person to Principal Dr. Gulshan Gidwani, Mrs. Stella Ambrose and Dr. Soniya Chavan.

RESOLUTION: The AA President, Mrs. Kashmira Parekh honoured Principal, Dr. Gulshan Gidwani with a Memento, Ms. Rupal Gesota honoured Dr. Soniya Chavan. The Memento for Mrs. Stella Ambrose was handed over to Principal Gulshan Gidwani by Ms. Heshma Daryanani and Ms. Treta Lulla.

AGENDA 2: Proposed by Gauri Mhalgi (Treasurer of AA), going ahead with appointing college Auditor Mr. Khandelwal for auditing AA accounts each year. It was seconded by Mrs. Kashmira Parekh.






Jb
Principal Incharge
St. Mira's College for Girls

ST.MIRA'S COLLEGE ALUMNI ASSOCIATION
ST.MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to SavitribaiPhule, Pune University)

MINUTES OF THE AA COMMITTEE VIRTUAL MEETING DATED 3RD MARCH 2021

PLACE: The AA Committee Virtual Meeting was held on 3rd March 2021. The duration of meeting was from 5.45 pm to 6.40 pm. Following members were present for the meeting.

ATTENDANCE:

1. Mrs. Kashmira Parekh
2. Mrs. Asha Panicker
3. Dr. Dimple Buche 
4. Mrs. Smita Borkar 
5. Mrs. Amrita Basu 
6. Ms. Rupal Gesota
7. Ms. Heshma Daryanani
8. Mrs. Deepa Naidu

AGENDA : Proposed Plan for Virtual Farewell to Honour the Principal of St. Mira's College, Dr. Gulshan Gidwani, Dr. Soniya Chavan, HOD Economics Department and Mrs. Stella Ambrose, Coordinator, Professional Courses.

RESOLUTION:

DATE: It was resolved to keep the Virtual Farewell on 8th March 2021 at 4pm. It was unanimously agreed by everyone.

PROGRAM DETAILS:

AA committee members decided that Invitation would be sent to Sadhu Vaswani Mission dignitaries, St. Mira's College Faculty Past and Present and Alumni.

Mrs. Kashmira Parekh (President of AA) would preside over the event. The event will begin with song presented by Alumni. The following notable personalities will speak a few words – Dr. Shalini Iyer (Vice Principal, St. Mira's College), Mrs. Asha Panicker (Vice president of AA), Mrs. Dolly Pundol, Mrs. Stella Ambrose, Dr. Mohini Khot, Ms. Shobha Dadlani, Ms. Mihika Banot, Ms. Simran Suri and 2 speakers from the Sadhu Vaswani Mission. Video clippings of few people sharing their experience will be shown. The AA will be felicitating Principal Dr. Gulshan Gidwani, Dr. Soniya Chavan and Mrs. Stella Ambrose with Mementos.

The preparation of flyer will be coordinated by Mrs. Asha Panicker, Mrs. Deepa Naidu and Ms. Heshma Daryanani by 5th March. People will share their videos with Mrs. Smita Borkar by 6th March. Mrs. Smita Borkar and Mrs. Amrita Basu will co-ordinate to upload the event details on Social Media (College Facebook and College Instagram). Amrita Basu will finalise the alumna for singing the song.




Principal Incharge
St. Mira's College for Girls





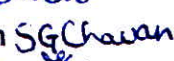

ST.MIRA'S COLLEGE OF ALUMNI ASSOCIATION
St.Mira's College for Girls,Pune
(Autonomous –Affiliated to SavitribaiPhule Pune University)
Minutes of the meeting – Date 7th November 2020

Time : 6pm to 7.15pm (virtual meeting)

MINUTES

Attendance:

Following members were present for the meeting.

1. Kashmira Parekh 
2. Asha Panicker
3. RupalGesota
4. Dr.DimpleBuche 
5. Prof.SmitaBorkar 
6. Elizabeth Kanade
7. Amrita Basu 
8. Dr. SoniyaChavan 
9. Gauri Mhalgi 
10. TretaLulla
11. HeshmaDaryanani
12. Deepa Naidu

Agenda 1 : Discus the role of President , Vice President , Secretary , Treasurer.

Resolution : The Committee Members needs to have more planned action at regular intervals .The committee members will have more active involvement at different levels.

Agenda2: To resolve –Accounts Finalisation of the year 2019-20

Resolution : The expense and income account, Bank account needs to finalized and audited copy needs to submitted to charitable trust.Mr.ArvindKhandelwal can provide paid services but committee requires fewdays time to take the decision.

Agenda 3:Finalisation of AGM date and restructuring of Managing Committee

Resolution: It was resolved that due to COVID-19 Pandemic there will be no restructuring of Managing Committee . AGM date will be finalized as soon as the Accounts are audited and tentative in December 2020.

Agenda 4:Planning and Finalisation of AA event to be held in the month of November 2020

Resolution : The AA Committee after brainstorming session has decided, the November event theme to be based on Diwali. The participants will click the picture and share the inspiring stories of how this Diwali they made the difference in others life. The post will be put on various social platforms like Facebook, Instagram Page. Amruta Mam, SmitaMam ,Heshma and Treta will work in coordination.

Next Meeting to be held in the month of January





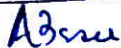


Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE ALUMNI ASSOCIATION
St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Minutes of Meeting -Date: 23-06-2018 Time: 11 am in Cubicle

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Dr. Dimple Buche	
2	Dr. Snober Satarawala	
3	Ms. Amrita Basu	
4	Ms. Smita Borkar	

Approved by Dr. Dimple Buche and seconded by Ms. Amrita Basu.

Agenda 1: To resolve the formation of St. Mira's Alumni Association

Resolution: It was resolved that Principal Madam would assist in appealing esteemed alumni to initiate formation of Alumni Association.

Agenda 2: To decide the schedule, duty and responsibility of College Alumni Committee for 2018-19

Resolution: The committee decided to meet regularly and also find out the legal formalities for registration of Alumni Association.

Agenda 3: To decide the various activities to be organized for the Academic Year 2018-19.

Resolution:

a. It was resolved by the college committee to organize Alumni Meet on 26th January every year and facilitate in the organizing of the Alumni Meet.

b. It was resolved that college committee will try to approach as many alumni to get them involved in college activities.

Next meeting to be held on 07-07-2018 at 11 am in The Cubicle



Page 1 of 1



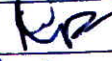


Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE ALUMNI ASSOCIATION
St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Minutes of Meeting -Date: 13-10-2018 Time: 11.00 am in The Principal's Office

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Dr. Gulshan Gidwani	
2	Dr. Dimple Buche	
3	Ms. Kashmira Shah	
4	Ms. Gauri Mhalgi	

Previous minute read by Dr Dimple Buche, Approved by Dr Gulshan Gidwani and seconded by Kashmira Shah (proposed president of Alumni Association).

Agenda 1: To resolve and decide the objectives of the Alumni Association.

Resolution: It was resolved that the Alumni Association should be formed with the following objectives.

1. To provide a forum for members of association for students interaction.
2. To financially assist students through internships and placements.
3. To induct alumni on board of studies.
4. To promote industry exposure and provide career opportunities.

Next meeting to be held in January 2019.




Principal Incharge
St. Mira's College for Girls

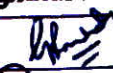



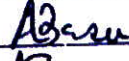


ST. MIRA'S COLLEGE ALUMNI ASSOCIATION

**St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)**

Minutes of Meeting -Date: 13-08-2018 Time: 1.15 pm in the Second Floor Library

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Ms Gauri Mhalgi	
2	Ms Kashmira Shah	
3	Ms Rupal Gesota	
4	Dr Dimple Buche	
5	Ms Amrita Basu	
6	Ms Snober Sataravala	
7	Ms Smita Borkar	

Previous minute read by Ms Amrita Basu, Approved by Ms Gauri Mhalgi and seconded by Ms Smita Borkar.

Agenda 1: To resolve to constitute an Agreement to assume important posts on Board by the different members of the Alumni Association.

Resolution: It was resolved that following posts will be assumed by

Post	Name
Chief Patron	Dr Gulshan Gidwani , Principal
President	Ms Kashmira Shah
Vice President	Ms Asha Panicker
Secretary	Ms Rupal Gesota
Treasurer	Ms Gauri Mhalgi
Founder Member1	Dr Soniya Chavan
Founder Member2	Ms Elizabeth Kanade
Founder Member3	Ms Heshma Daryanani
Founder Member4	Ms Treta Lulla




Principal Incharge
St. Mira's College for Girls

Agenda 2: To resolve to discuss and decide Registration amount

Resolution: It was resolved that the registration amount for life membership to be Rs _____ and Annual membership to be Rs 500.

Next meeting to be held on 13-10-2018 at 11am in Principal's Office.









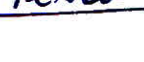


Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE ALUMNI ASSOCIATION
St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Minutes of Meeting -Date: 12/04/2019 Time: 1.30pm in Second Floor Library

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Ms. Kashmira Shah	
2	Ms. Asha Panicker	
3	Ms. Rupal Gesota	
4	Ms. Gauri Mhalgi	
5	Dr. Dimple Buche	
6	Ms. Smita Borkar	
7	Ms. Snober Sataravala	
8	Ms. Amrita Basu	

Previous minute read by Ms. Rupal Gesota, Approved by The Alumni Association and seconded by College Alumni Committee.

Agenda 1: To update members of alumni association on reports to be prepared and the guidelines to be followed while conducting alumni activities.

Resolution:

- a. Dr. Dimple Buche, coordinator, college committee, updated the members regarding preparation of reports of activities, appropriate pictures, website reporting and maintaining minutes of meetings.
- b. The alumni association to furnish a writeup of 50-60 words as introduction for being uploaded on website.

Agenda 2: To propose a change in the date of Alumni Meet

Resolution: It was resolved that hereafter Alumni Meet to be scheduled between 15th to 20th December every year.

Agenda 3: To induct the current outgoing students in the Alumni Association

Resolution: It was resolved to conduct an interface of Chief Patron with current pass-out students and encourage them to register.

Agenda 4: To resolve to increase the strength of Alumni Association.




Principal Incharge
St. Mira's College for Girls

Resolution: It was resolved that each association member to enroll at least 5 fresh alumni in the first semester of 2019-20

Agenda 5: To decide on focus of activities of Alumni Association in the First Semester 2019-20.

Resolution:

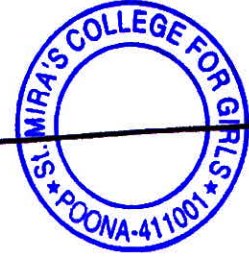
a. It was resolved association will focus its activities on Social Outreach any finalise regarding it in the first meeting of 2019-20.

b. The association members further decided to initiate a blog which will be taken up by Asha Panicker and assisted by Ms.Heshma and Ms.Treta.

Agenda 6: To discuss the necessary actions required for follow-up of account opening .

Resolution: It was resolved that the rubber stamps of signatories as required will be submitted to the bank on priority.

Next meeting to be held on 29/06/2019 over lunch.







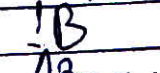
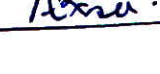



Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE ALUMNI ASSOCIATION
St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Minutes of Meeting -Date: 12/04/2019 Time: 1.30pm in Second Floor Library

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2	Ms. Asha Panicker	
3	Ms. Rupal Gesota	
4	Ms. Gauri Mhalgi	
5	Dr. Dimple Buche	
6	Ms. Smita Borkar	
7	Ms. Snober Sataravala	
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Principal Incharge
St. Mira's College for Girls

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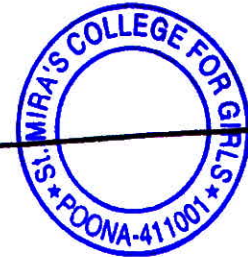
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Principal Incharge
St. Mira's College for Girls

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ST. MIRA'S COLLEGE ALUMNI ASSOCIATION

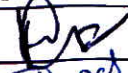


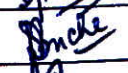

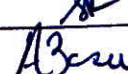
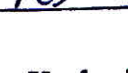
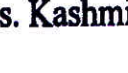
St. Mira's College for Girls, Pune

(Autonomous-Affiliated to Savitribai Phule Pune University)

Minutes of Meeting -Date: 12-01-2019 Time: 12.30 pm in the Second Floor Library

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Ms. Kashmira Shah	
2	Ms. Rupal Gesota	
3	Ms. Asha Panicker	
4	Ms. Gauri Mhalgi	
5	Dr. Dimple Buche	
6	Ms Snober Sataravala	
7	Ms. Smita Borkar	
8	Ms. Amrita Basu	

Previous minute read by Ms. Rupal Gesota, Approved by Ms. Kashmira Shah and seconded by Ms Asha Panicker.

Agenda 1: To resolve Planning for Alumni Meet to be held on 26-01-2019.

Resolution: It was resolved invite a public figure in order to encourage alumni to register with the association.

Agenda 2: To discuss the revision of registration amount in order to draw more alumni memberships.

Resolution: The amount was decided to be Rs 500 per registration. Further it was also resolved that the association would accept donations.

Agenda 3: To resolve opening of bank account for Alumni Association.

Resolution: It was resolved that the secretary would initiate the process of account opening.

Agenda 4: To resolve to utilize social media for furthering the purpose of Alumni Association.

Resolution: It was resolved to create a LinkedIn group to share career opportunities.

Next meeting to be held in April 2019 at 12.30 pm in the Second Floor Library



Page 1 of 1





Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE ALUMNI ASSOCIATION
St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Minutes of Meeting -Date: 09-01-2019 Time: 11.00 am in the Cubicle

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Dr. Dimple Buche	
2	Ms. Smita Borkar	
3	Ms. Amrita Basu	

Previous minute read by the Ms. Smita Borkar, Approved by Ms. Amrita Basu and seconded by Dr. Dimple Buche.

Agenda 1: To resolve to Discuss about the Alumni Meet 2019

Resolution: It was unanimously decided that this year the alumni meet should be organized on 26th January and eminent alumnus to be invited as a chief guest.

Agenda 2: To resolve the issues to be discussed in the next Alumni Association meeting.

Resolution: It was resolved that, the Alumni Association should conduct regular meetings to discuss the initiatives to be taken for the academic year 2018-19

Agenda 3: To Discuss the activities for 2018-19.

Resolution: It was resolved that alumni contribution in 2018-19 can be in the areas of student interface, college competitions and as subject experts.

Next meeting to be held on 12-01-2019 at 12.30 pm in the Second Floor Library





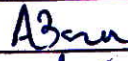


Principal Incharge
St. Mira's College for Girls

ST. MIRA'S COLLEGE ALUMNI ASSOCIATION
St. Mira's College for Girls, Pune
(Autonomous-Affiliated to Savitribai Phule Pune University)

Minutes of Meeting -Date: 07-07-2018 Time: 11 am in the Second Cubicle

MINUTES

Following members were present for the meeting:

Sr. No.	Name of the member	Signature
1	Dr. Dimple Buche	
2	Dr. Snober Sataravala	
3	Ms. Amrita Basu	
4	Ms. Smita Borkar	

Previous minute read by Amrita Basu, Approved by Smita Borkar and seconded by Dr. Dimple Buche.

Agenda 1: To resolve to get connected with Alumni.

Resolution: It was decided that each college committee member will get in touch with acclaimed alumni and encourage them to form an association.

Agenda 2: To identify areas of contribution of Alumni towards the College.

Resolution: It was resolved that alumni contribution could be in the areas of student interface- through workshops and addressing in sanctuary, provide sponsorships.



Next meeting to be held on 13-08-2018 at 1.00 pm in the Second Floor Library


Principal Incharge
St. Mira's College for Girls

for Know your
Laws!

2017-18

St. Mira's College for Girls,
Pune-411001
Autonomous (Affiliated to Savitribai Phule Pune University)
LIBRARY

Date: 28/06/2017

Minutes of the Library Committee Meeting

The meeting was held on Wednesday, 28th June 2017 at 12.00 Noon in the Principal's room. Following committee members were present:

1. Mrs. Devinder Kaur *DK*
2. Dr. G H Gidwani *G.H. Gidwani*
3. Mrs. Madhuchhanda Banerjee
4. Dr. Vaishali Diwakar *Diwakar*
5. Dr. Jaya Rajgopalan *Jayak*

1. The meeting started after offering prayers to the GOD.
2. Agenda No. 1. Permission for organising a book exhibition for Dept of Cost Accounting for their activity "Know Your Laws"
Decision: The Librarian informed the committee that a requisition has been received from the dept of Cost Accountancy for the book exhibition to be held on 5th July 2017. The committee suggested approaching vendors to display the collection on the required useful topics as per consultation with the Head of the Dept. Publicity is to be done by putting up the notices on various bulletin boards. The exhibition will be held in the first floor library.
3. Agenda no. 2: To acquire books for the purpose of gifting to the guest on various college programmes.
Decision: The committee decided to acquire books written by Rev Dada J P Vaswani and to be acquired from Sadhu Vaswani Mission, Pune. For which titles will be shortlisted by the librarian and finalization will be done by the principal.

Meeting ended with a vote of thanks to the chair.

Devinder Kaur
Mrs Devinder Kaur-Librarian

Cordinator



J.S.
Principal Incharge
St. Mira's College for Girls

**St. Mira's College for Girls,
Pune-411001
Autonomous (Affiliated to Savitribai Phule Pune University)
LIBRARY**

Date: 08/11/2017

Minutes of the Library Committee Meeting

The meeting was held on Wednesday, 08th November 2017 at 12.30PM in the Principal's room. Following committee members were present:

1. Mrs. Devinder Kaur-Coordinator *[Signature]*
2. Dr. G H Gidwani *[Signature]*
3. Mrs. Madhuchhanda Banerjee *[Signature]*
4. Dr. Vaishali Diwakar *[Signature]*
5. Dr. Jaya Rajagopalan *[Signature]*

Agenda of the meeting under discussion was as mentioned below:

Decision to be taken on E-resources to be submitted to EShoshSindhu Consortium. This is as per the letter received from the Additional Secretary, Ministry of Human Resource Development, Dept of Higher Education, New Delhi, through which colleges are urged to specify the E-resources they want to subscribe, the rates of which will be negotiated by them. The resources hence negotiated will be provided at the most competitive rates.

1. The meeting started after offering prayers to the GOD.
2. The committee members went through the list of E-resources prepared by the Library. The resources included recommendation by the faculty, the library and selected from e-Shodhsindhu resources. The Databases subscribed by the college were also part of the resources.
3. After discussion of the usefulness of the resources, committee selected the resources to be submitted as under:
 - I. EBSCO Academic Search Elite
 - II. EBSCO Literary Reference Centre
 - III. International Journal of Marketing & Business Communication
 - IV. Journal of Entrepreneurship & Management
 - V. Journal of Organizations & Human Behaviour
4. The committee permitted to submit the e-resources to E-ShodhSindhu for negotiation of Rates.

Meeting ended with a vote of thanks to the chair.

[Signature]
Mrs Devinder Kaur
Coordinator



[Signature]
Principal Incharge
St. Mira's College for Girls

2018-19

**St. Mira's College for Girls,
Pune-411001
Autonomous (Affiliated to Savitribai Phule Pune University)
LIBRARY**

Date: 14/07/2018

Minutes of the Library Committee Meeting

The meeting was held on Saturday, 14th July 2018 at 12.00 Noon in the Principal's room. Following committee members were present:

1. Dr. G H Gidwani *G.H. Gidwani*
2. Mrs Shalini Iyer *Shalini Iyer*
3. Dr. Vaishali Diwakar *Diwakar*
4. Dr. Jaya Rajgopalan *Jaya*
5. Dr. Rajni Singh *Rajni Singh*
6. Mrs. Devinder Kaur- Co-ordinator *DK*

1. The meeting started after offering prayers to the GOD.
2. Agenda: To discuss and decide on acquiring the books on the great national personalities like Dr. Babasaheb Ambedkar, Mahatma Phule, Annabhau Sathe, Maharaja Sayajirao Gaikwad and others. A circular in this regard has been received from the Dept of Higher and Technical Education, Govt of Maharashtra.
3. Discussion and Decision: The Librarian informed the committee that books are available at the Govt Printing Press-Photozinco Pune against cash payment. The Committee decided to purchase the title as per availability for an estimated cost Rs. 4239/-

Meeting ended with a vote of thanks to the chair.

Devinder Kaur
Devinder Kaur
Librarian



St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

St Mira's College for Girls

Library, Pune- 411001

Date: 22/02/2019

Minutes of the Library Committee Meeting

The Library Committee meeting was held on Friday, 22nd February 2019 at 12:30 pm in the Principal's room. Following committee members were present:

- | | |
|----------------------------------|------------------|
| 1. Principal - Dr. G H Gidwani | Chairperson |
| 2. Dr. Shalini Iyer | Member |
| 3. Dr. Vaishali Diwakar | Member |
| 4. Mrs. Rajani Singh | Member |
| 5. Librarian- Mrs. Devinder Kaur | Member-secretary |

The meeting started after offering prayers to the GOD.

- Minutes of the last Library Committee meeting was read. Under which two decisions were not implemented by the library, therefore the chairperson directed to communicate the decisions to the faculty. These decisions are as follows:
 - The best presentations prepared by the teachers and students will be submitted to the library for purpose of uploading in the digital repository.
 - The 'teacher-student' visits to the library will be arranged with an aim to provide greater exposure to the available reading material other than the prescribed resources. These visits will be arranged according to the time table prepared by the library.
- Installation of Swayam Prabha DD dish was discussed and decided that the librarian will find out the cost involved and the party who will do the installation.
- It was decided to copy and upload the Audio-Books available in the library. The uploading will be done in the Digital Repository (DSpace).
- Regarding online hosting of library catalogue 24x7, it was decided that the librarian will find out the usage traffic of catalogue throughout the day in order to inspect if it is actually needed after college hours.
- It was reported to the committee that the library has already completed the process of Institutional Membership of National Digital Library (NDL). All the teachers and students have been registered on NDL.

Devinder Kaur



Pg-1

P.T.O

Jk

Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

St Mira's College for Girls

Library, Pune- 411001

Date: 22/02/2019

Minutes of the Library Committee Meeting

The Library Committee meeting was held on Friday, 22nd February 2019 at 12 30 pm in the Principal's room. Following committee members were present:

- | | |
|----------------------------------|------------------|
| 1. Principal - Dr. G H Gidwani | Chairperson |
| 2. Dr. Shalini Iyer | Member |
| 3. Dr. Vaishali Diwakar | Member |
| 4. Mrs. Rajani Singh | Member |
| 5. Librarian- Mrs. Devinder Kaur | Member-secretary |

The meeting started after offering prayers to the GOD.

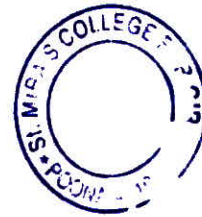
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Devinder Kaur



Pg-1

P.T.O

Jh

Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

6. St Mira's College for Girls
7. Library, Pune- 411001


Date: 22/02/2019

Minutes of the Library Committee Meeting

6. It was agreed in the meeting that the "Book-Lovers" can be issued more than two books.

Meeting ended with a vote of thanks to the chair.


Devinder Kaur
Member-Secretary
(Librarian)


Principal- Dr. G H Gidwani
Chairperson






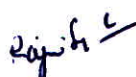


**St. Mira's College for Girls,
Pune-411001
Autonomous (Affiliated to Savitribai Phule Pune University)
LIBRARY**

Date: 06/03/2019

Minutes of the Library Committee Meeting

The Library Committee meeting was held on Wednesday, 6th March 2019 at 12.30 pm in the Principal's room. Following committee members were present:

1. Mrs. Devinder Kaur- Coordinator 
2. Dr. G H Gidwani 
3. Mrs Shalini Iyer 
4. Dr. Vaishali Diwakar 
5. Dr. Jaya Rajgopalan 
6. Dr. Rajni Singh 

The meeting started after offering prayers to the GOD.

1. Agenda: To Install RFID Automatic Attendance System in the Library
Decision: For the purpose of modernization and automation of the library footfalls, the committee suggested to install such a system on both the floors of the library.
2. Agenda: Computerised Inventory System for Stock Checking
Decision: For Stock taking purposes-MC21 Motorola Handheld PDA for Inventory checking and SLIM 21 Lib Assistant SM21 was approved for installing and integrating with the Library Software-SLIM

Meeting ended with a vote of thanks to the chair.


Mrs Devinder Kaur
Coordinator



2019-20

**St. Mira's College for Girls,
Pune-411001
Autonomous (Affiliated to Savitribai Phule Pune University)
LIBRARY**

Date: 28/06/2019

Minutes of the Library Committee Meeting

The meeting was held on Friday, 28th JUNE 2019 at 12.00 Noon in the Principal's room.

Following committee members were present:

1. Dr. G H Gidwani *G.H. Gidwani*
2. Mrs Shalini Iyer *Shalini Iyer*
3. Dr. Vaishali Diwakar *Vaishali Diwakar*
4. Dr. Jaya Rajgopalan *Jaya Rajgopalan*
5. Dr. Rajni Singh *Rajni Singh*
6. Mrs. Devinder Kaur- Co-ordinator *DK*

The meeting started after offering prayers to the GOD.

1. Agenda No. 1: Permission for purchasing a costly Book for the dept of Entrepreneurship
Decision: The book entitled ' Entrepreneurship: the Practice and Mindset by Heidi M Neck, for the dept of Business Studies costing Rs 6759/ was approved to purchase. It was decided to purchase directly from the publisher-Sage Publications India Pvt Ltd, New Delhi.
2. Agend no.2.: i)To organise a book exhibition on Librarian's Day. ii) Hindi Divas Celebrations
 - The committee discussed and decided to organise a Book Exhibition on The National Librarian's Day on 12th August 2019. For the benefit of students and faculty books on all subjects and general reading and competitive exams were suggested to exhibit.
 - The committee discussed the plan to celebrate Hindi Divas and decided that the library can display the Hindi collection for 15 Days. The committee appreciated the plan of showcasing the categorial Hindi collection for the wider visibility of a variety of reading material possessed by the library.
3. The meeting ended with a vote of thanks to the chair.

Devinder Kaur
Mrs. Devinder Kaur
Member-Secretary



St Mira's College for Girls
Pune-411001

11 Sept 2020

Minutes of the Library Committee Meeting

The meeting was combined with IQAC Meeting

1 It was conducted virtually

Topic IQAC meeting 11 sep 2020 4 pm

Time Sep 11, 2020 04:00 PM India

Join Zoom Meeting

<https://zoom.us/j/92592357769?pwd=UkhCN1RXUlcxVTInUjdNeXNSQUozdz09>

Meeting ID 925 9235 7769

Passcode 6DzjrB

2. E-books: chairman suggested to make usage statistics in terms of titles.
3. Committee advised on overdue books & fine: as students were not allowed to come due to lockdown and COVID-19 situation, fine not to be taken. A circular to be issued giving time to return the books by 30 sept 2020 after that fine will be levied
4. Committee advised that parents can return the books and books can be issued only by students ;after 21st September they can come for transactions.
5. Committee suggested to:
 - Continue with e-paper subscription
 - Magazine not to subscribe.
6. E-resources links not to be given on home page.
7. Previous years question papers to be given as per demand from the students. For which an email to be provided in the library page.



Librarian,
St. Mira's College For Girls



IQAC Co-Ordinator
St. Mira's College for Girls, Pune

St Mira's College for Girls
Pune- 411001
Library

Date: 31/08/2021

Minutes of the Library Committee Meeting

The Library Committee meeting was held on Friday, 27th August 2021 at 01:00 pm in the Library-1st Floor. Following committee members were present.

- | | |
|---|------------------|
| 1. Principal Incharge- Dr. Jaya Rajagopalan | Chairperson |
| 2. Dr. Shalini Iyer | Member |
| 3. Dr. Vaishali Diwakar | Member |
| 4. Librarian- Mrs. Devinder Kaur | Member-secretary |


The meeting started after offering prayers to the Goddess Saraswati

1. The committee members went through the report of Stock Verification, conducted for the whole book collection during March-April 2021. After discussion the committee decided to write off the old missing books acquired till the year 2003. The librarian was advised to check the last usage of books for the untraceable books acquired 2004 onwards. Resolution was passed that 10% sample of books will be verified every year and full stocktaking will be done after every 03 years.
2. For agenda no.2 i.e. subscription of E-books of Himalaya Publications, committee after discussion decided to not to subscribe to. As members were of the view that there may be poor response to the usage of e-books, because reading online after attending their lectures is less likely and whole books will not be used, as only specific portions will be relevant to their syllabi. Rather, members suggested to scan and post the need based contents in the MOODLE.
3. The Committee deliberated on the issue of books due with students- passed out in the year 2020-2021 and the current students and decided that the cost of the books will be recovered from their library deposits in case they don't return library books. Fine will not be charged due to COVID situation, as most of the students are not in the city.
4. The agenda of RFID cards for teachers was undecided, as committee was of the view that it is not be finalised for now.

Meeting ended with a vote of thanks to the chair.


Devinder Kaur-Member Secretary
Member Secretary


Dr. Vaishali Diwakar-Member


Dr. Shalini Iyer-Vice
Principal -Member


Principal Incharge-Dr. Jaya Rajagopalan
Chairperson





**St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)**

LIBRARY

Date: 12/01/2022

Minutes of the Library Committee Meeting

The Library Committee meeting was held on Wednesday, 12th January 2022 at 11.30 AM in the Library-1st Floor. Following committee members were present:

- | | |
|---|------------------|
| 1. Principal Incharge- Dr. Jaya Rajagopalan | Chairperson |
| 2. Dr. Shalini Iyer | Member |
| 3. Dr. Vaishali Diwakar | Member |
| 4. Librarian- Mrs. Devinder Kaur | Member-secretary |

The meeting started after offering prayers to the Almighty God.

1. Agenda: Renewal of subscription of Journals for the year 2022.

Decision: The committee suggested to renew the subscription of all journals related to different subjects for the year 2022, after taking approvals from teachers. They were of the view that the journals and their TOCs are referred to update their knowledge and relevant topics are shared with students also. Also, the committee recommended to renew the journals for the year 2023 after reviewing their usage.

2. Renewal of subscription of EBSCO Databases for the year 2022-23

Decision: The committee decided to renew the subscription of EBSCO Databases for the year 2022-23. They suggested to hold a separate EBSCO Training session for PG students to assist them for their projects and assignments.

3. Reporting of the last usage of untraceable books acquired in years 2004 onwards (stock taking March-April 2021).

Decision: The committee decided to write off 152 books for which no transactions were found in the software, also being old missing and mostly old syllabus text books. Other 113 books to be traced till next full stocktaking.

Meeting ended with a vote of thanks to the chair.

Devinder Kaur
Devinder Kaur-Librarian
Member Secretary

Dr Vaishali Diwakar
Dr Vaishali Diwakar-(COE)Member

Shalini Iyer
Dr Shalini Iyer-Vice
Principal -Member



Jaya Rajagopalan
Principal Incharge-Dr Jaya Rajagopalan
Chairperson

Minutes

The meeting of Sports Committee was held on 1st December 2021 in the Principal's Office at 11.30 am. The following members were present.

- 1) Dr. Jaya Rajgopalan – Principal Incharge
- 2) Mrs. Rekha Kankariya – Co-ordinator *Rekha*
- 3) Dr. Shalini Iyer – Vice Principal, Degree College *Shalini*
- 4) Dr. Suvarna Deolankar - Vice Principal, Junior College and Sports Incharge Junior College *Deolankar*
- 5) Mrs. Gauri Mhalgi – Registrar *Gauri*
- 6) Ms. Ekta Jadhav - Director of Physical Education *Ekta*
- 7) Dr. Vaishali Diwakar - Controller of Examiner *Diwakar*
- 8) Mrs. Gurbans Kaur - Coach & Alumni *Gurbans*

Minutes of the meeting held on 1st December 2021 are as follows

- 1) As per the Savitribai Phule Pune University letter, Physical Education Dept requires one computer, scanner and printer with one support staff. It has been decided to find out from the SPPU that from which budget we will get fund for the above requirements.
- 2) It has been decided that to give requisition for one computer, scanner, and printer along with Wi-Fi connections.
- 3) It was decided that a Budget should be made for the coach remuneration for specialized event coaching and to be placed before Sports Committee at a consecutive meeting.
- 4) It was decided to appoint a coach for some type of specialist to train the students for few games. This is only to be opted for one month before the competitions for advanced students.
- 5) It was decided that Special Program or activities should be conducted for students with disabilities.
- 6) It was decided to prepare the dead stock equipment list to dispose stock.
- 7) It was decided to conduct an alumni meet for all sports students.
- 8) It was decided that cost should be worked out from vendor regarding Basketball court painting and for new Basketball board.
- 9) It was decided that Budget should be made to increase Daily Allowance/pocket money for the students who will participate in various games with details of number of participants and no. of days mentioned.
- 10) It was decided that the budget for purchase of T-shirts for Degree College and Junior College would be Rs.250/- per piece.
- 11) The Sports Committee approved purchase of starting blocks of Approx. Rs 4000/-.
- 12) It was decided that sports equipments should be purchased by college for the constant use by the students. Equipment list will be submitted as per the requirements.
- 12) The meeting ended with a vote of thanks to all the members present.



Jaya
Principal Incharge
St. Mira's College for Girls, Pune.

Shalini
Ekta

2020 - 21

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

St. Mira's College for Girls, Pune

Minutes

The meeting of sports committee was held on 9th March 2021 at 10.30 am. The following members were present.

1. Dr.G.H.Gidwani
2. Mrs.Stella Amrose *S. Amrose*
3. Mrs.Suvarna Deolankar *Deolankar*
4. Dr.Vaishali Diwakar *Diwakar*
5. Mrs Jaya Rajgopalan *Jaya*
6. Miss Gurbans Kaur *G. Kaur*

Minutes of the meeting held on 9th March 2021 are as follows :

1. It was discussed that for Sports scholarship Prize money and track suit for the sports students to be given according to their achievements in sports. The decided amount was written in the format.
2. It was also decided to purchase equipment- Starting block - 2 nos.



G.H.G.
Dr. G.H.Gidwani
Principal

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RW

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

St. Mira's College for Girls, Pune

Minutes

The meeting of sports committee was held on 22nd January 2020 at 10.15 am. The following members were present.

1. Mrs. Stella Amrose *S Amrose*
2. Dr. Shalini Iyer *Shalini*
3. Mrs. Jaya Rajgopalan *JR*
4. Miss Gurbans Kaur *GKaur*
5. Mrs. Suvarna Deolankar *S Deolankar*
6. Miss Ekta Jadhav *Ekta*

Minutes of the meeting held on 22nd January 2020 for Annual Prize Distribution 2019-20 :

1. It was discussed that for Sports scholarship Prize money for the sports students to be given according to their achievements in sports. The decided amount was written in the format.
2. It was also decided to give Track suit as per their achievements.
 For Degree College = 10 girls
 For Junior College = 04 girls
 Track suit prize will be Rs.675/- as per Quotations.
3. The names of Best Sports Girl- Junior college and Degree College, Best Taekwondo Girl and Best Athlete Rolling Trophy was decided.
4. It was decided to add separate column of points for Invitational National Competition.
5. List is attached for decided amount of Prize Money, Track suit and Rolling Trophy.



G.H. Gidwani
 Dr. G.H. Gidwani
 Principal

St. Mira's College For Girls Pune
Autonomous Affiliated to Savitribai Phule Pune University

St. Mira's College for Girls, Pune

Minutes

The meeting of sports committee was held on 16th August 2019 at 10.30 am.

The following members were present

- 1) Dr.G.H.Gidwani – Principal
- 2) Mrs.Stella Ambrose – Co-ordinator *S Stella*
- 3) Dr. Shalini Iyer– Vice Principal *Shalini Iyer*
- 4) Ms.Ekta Jadhav *Ekta*
- 5) Mrs.Suvarna Deolankar *Suvarna Deolankar*
- 6) Mrs.Gurbans Kaur *Gurbans*
- 7) Dr.Vaishali Diwakar *Vaishali*
- 8) Dr.Jaya Rajgopalan *Jaya*

Minutes of the meeting

1. It has been decided to appoint a coach to train the students for various games like handball, basketball, cricket, football etc. for one months before the competitions. He will be given the conveyance and basic honorarium.
2. Budget should be make for the coach remuneration and the decision will be decide in front of the sports committee.
3. This year Inter-Collegiate sports eligibility form should be filled online, so Online eligibility of sports students will be filled according to sports competition time tables. And FY Students University eligibility Performa will be filled on priority basis.
4. It has been decided that amount for T-shirt for Degree as well as Junior college will be at Rs. 250/-
5. The sports equipments should be purchased on online portal as per the requirement for its use continuous and constant used by students.
6. Annual sports Interclass sports competition will be held on 19th and 20th December 2019.
7. Daily Allowance / Pocket Money for the Competitions will be as per the 2017 sports committee meeting minutes.



G.H. Gidwani
 Dr.G.H.Gidwani
 Principal

*Jadhav
 Homary*

St. Mira's College for Girls, Pune

Minutes

The meeting of sports committee was held on 23rd January 2019 at 10.45 am. The following members were present.

1. Mrs. Stella Amrose *S. Amrose*
2. Mrs Vaishali Diwakar *Vaishali Diwakar*
3. Mrs Jaya Rajgopalan *Jaya Rajgopalan*
4. Miss Gurbans Kaur *Gurbans Kaur*
5. Mrs. Suvarna Deolankar *Suvarna Deolankar*
6. Miss Ekta Jadhav *Ekta Jadhav*

Minutes of the meeting held on 23rd January 2019 for Annual Prize Distribution 2018-19 :

1. For Sports scholarship it has been discussed that Prize money for the sports students to be given according to their achievements in sports. The decided amount has written in the chart.
2. It has also decided to give Track suit as per their achievements.
For Degree College = 11 girls
For Junior College = 05 girls
Track suit prize will be approx. 700/-. We have asked for the quotation.
3. The names of Best Sports Girl- Junior college and Degree College, Best Taekwondo Girl and Best Athlete Rolling Trophies have been decided.
4. Chart is attached herewith for decided amount of Prize Money, Track suit and Rolling Trophy.



G.H. Gidwani
Dr. G.H. Gidwani
Principal

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St. Mira's College for Girls, Pune

Minutes

The meeting of sports committee was held on 20th January 2018 at 10.30 am. The following members were present.

- | | | |
|-----------------------------|----------------|---------------------|
| 1. Dr.Gulshan Gidwani | Principal | <u>G.H. Gidwani</u> |
| 2. Mrs Madhuchanda Banerjee | Vice Principal | <u>Banerjee</u> |
| 3. Mrs.Stella Amrose | | <u>S. Amrose</u> |
| 4. Mrs Jaya Rajgopalan | | <u>Jaya</u> |
| 5. Mrs. Suvarna Deolankar | | <u>Deolankar</u> |
| 6. Miss Ekta Jadhav | | <u>Ekta</u> |
| 7. Miss Gurbans Kaur | | <u>G. Kaur</u> |

Minutes of the meeting held on 20th January 2018 for Annual Prize Distribution 2017-18 :

1. For Sports scholarship it has been discussed that Prize money for the sports students to be given according to their achievements in sports. The decided amount has written in the chart.
2. It has also decided to give Track suit as per their achievements.
For Degree College = 07 girls
For Junior College = 08 girls
Track suit prize will be approx. 600/-. We have asked for the quotation.
3. The names of Best Sports Girl- Junior college and Degree College, Best Taekwondo Girl and Best Athlete Rolling Trophies have been decided.
4. Chart is attached herewith for decided amount of Prize Money, Track suit and Rolling Trophy.



G.H. Gidwani
Dr. G.H. Gidwani
Principal

St. Mira's College for Girls, Pune

Minutes

The meeting of sports committee was held on 19th August 2017 at 10.45 am. The following members were present.

1. Dr.Gulshan Gidwani Principal
2. Mrs Madhuchanda Banergee Vice Principal (Absent)
3. Mrs.Stella Amrose *S. Amrose*
4. Mrs Vaishali Diwakar *Diwakar*
5. Mrs Jaya Rajgopalan *Jr*
6. Miss Ekta Jadhav *Ekta Jadhav*
7. Miss Gurbans Kaur *G. Kaur*

Minutes of the meeting held on 19th August 2017.

1. The sports equipments should be purchased if requirement for its use continuous and constant used by students.
2. It has been decided to appoint a coach to train the students for various games like handball, basketball, yoga, fencing, etc. for one months before the competitions. He will be given the conveyance and basic honorarium.
3. It has been decided that amount for T-shirt for Degree as well as junior college will be revised at Rs. 250/-
4. Annual sports Interclass sports competition will be held on 18th and 19th December 2017.
5. It has been decided to put Rexine Paper Sheet on the roof because of leakage in the Gym.



6. It has been decided to call outside person for cutting the grass of ground.
7. Daily Allowance / Pocket Money for the Competitions will be as per their achievements as follow

Sr.No	Events Level	Degree College	Junior College
1	Inter Collegiate Per day	125.00	50.00
2	Inter group/ Division	150.00	In Pune-60.00 Outside-Actual -Rs. 50.00 per day
3	State Level	200.00	Outside Rs. 100 per day Actual- Rs. 60 per day
4	Zonal Level	200.00	100.00
5	National Level	250.00	200.00
6	All India University	250.00	200.00
7	International	1000.00	Asian
8	World	2000.00	After verifying the budget



G.H. Gidwani
Dr.G.H.Gidwani
Principal

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Grievance Committee Meeting 17/09/2021

The meeting of the Grievance Redressal Committee was held on 17-9-2021 at 1.00 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr Vaishali Joshi	Presiding Officer- ICC	
Dr Rama Venkat	Senior Teaching Faculty- ICC	
Dr Arwah Madan	Senior Teaching Faculty- ICC	
Ms. Anandmayi Choude	Non-teaching Member- ICC	
Dr Dimple Buche	Senior Teaching Faculty- CSGRC	
Ms. Elizabeth Kanade	Senior Teaching Faculty- CSGRC	
Ms Rekha Kankariya	Senior Teaching Faculty- Anti Ragging Comm. & CSGRC	
Ms Veena Kenchi	Senior Teaching Faculty- Anti Ragging Comm.	
Ms Hasina Shaikh	Senior Teaching Faculty- Prevention of Caste-based Discrimination Comm. & CSGRC	
Ms Manjita Kulkarni Jyoti.C.	Senior Teaching Faculty- Prevention of Caste-based Discrimination Comm.	
Dr Manisha Pimpalkhare	Senior Teaching Faculty- Covid_19 Comm.	
Ms Swatee Sarvate	Senior Teaching Faculty- Covid_19 Comm.	
Ms Komal Tujare	Senior Teaching Faculty- Code of Conduct Comm.	
Ms Ekta Jadhav	Dir. of Physical Edu.- Code of Conduct Comm.	
Ms Suhaile Azavedo	Coordinator Grievance Redressal Committee	

Agenda for the meeting

1. To finalize the number and scope of meetings each committee must have in an academic year.
2. To adopt and put in place a record maintaining mechanism for each sub-committee and the DVV for the same.
3. To outline the scope of each subcommittee's activities as mandated by UGC.



Principal Incharge
St. Mira's College for Girls

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Action planned for the Grievance Committees

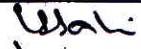
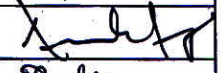

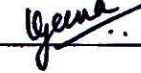

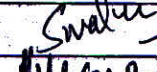

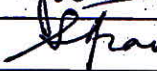

1. The number of meetings held by the several committees will be increased from 2 to 3 per academic year. Scheduled in June, November, and March coinciding with the beginning and end of the semesters
2. The gaps in the DVV be completed with the filling of meetings, reports, and activities templates as and where required by the 30th of September
3. As mandated by UGC, all the committees would plan their respective awareness and orientation sessions specifically for the incoming F.Y. students. These are to be included as a point of discussion in the next Grievance Committee Meeting



Jaya
Dr Jaya Rajagopalan
Principal Incharge
Principal Incharge
dr St. Mira's College for Girls, Pune.

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Grievance Committee Meeting 17/12/2021

The meeting of the Grievance Redressal Committee was held on 17-12-2021 at 1.00 pm on the Zoom Meetings platform. The following members were present-

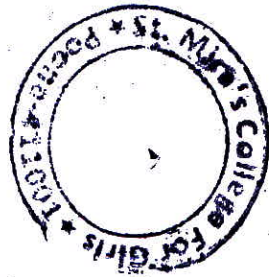
Name	Designation	Signature
Dr Vaishali Joshi	Presiding Officer- ICC	
Dr Arwah Madan	Senior Teaching Faculty- ICC	
Dr Dimple Buche	Senior Teaching Faculty- CSGRC	
Ms Veena Kenchi	Senior Teaching Faculty- Anti Ragging Comm.	
Ms Hasina Shaikh	Senior Teaching Faculty- Prevention of Caste-based Discrimination Comm. & CSGRC	
Ms Swatee Sarvate	Senior Teaching Faculty- Covid_19 Comm.	
Ms Komal Tujare	Senior Teaching Faculty- Code of Conduct Comm.	
Ms Ekta Jadhav	Dir. of Physical Edu.- Code of Conduct Comm.	
Ms Suhaile Azavedo	Coordinator Grievance Redressal Committee	

Agenda for the meeting

1. Discussion and planning of upcoming activities for the year 2021-22.
2. Changes in Anti Ragging Admission form and updating on advisories from the UGC for all committees.
3. Documentation process for 2021-22.

Action planned for the Grievance Committees



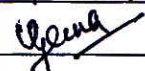
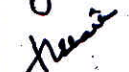
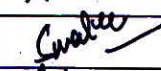
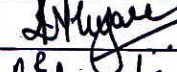
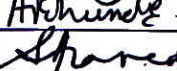

1. All committees were in attendance and were brought up to date with the latest UGC advisories, especially for Anti- Ragging, Prevention of Caste based Discrimination and ICC.
2. All the associated Committees discussed the workshop and activities to be conducted in the Jan to Mar semester. The workshop/activity would be conducted after the upcoming January examinations.
3. DVVs to be completed and maintained on GRC up to date with the filling of meetings, reports, and activities templates as and where required by the 10th of January 2022




Principal Incharge
St. Mira's College for Girls, Pune.

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Grievance Committee Meeting 07/03/2022

The meeting of the Grievance Redressal Committee was held on 07-03-2022 at 1.30 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr Arwah Madan	Senior Teaching Faculty- ICC	
Ms Rekha Kankariya	Senior Teaching Faculty - CSGRC	
Ms Veena Kenchi	Senior Teaching Faculty- Anti Ragging Comm.	
Ms Hasina Shaikh	Senior Teaching Faculty- Prevention of Caste-based Discrimination Comm. & CSGRC	
Ms Swatee Sarvate	Senior Teaching Faculty- Covid_19 Comm.	
Ms Komal Tujare	Senior Teaching Faculty- Code of Conduct Comm.	
Ms Anandmayi Chounde	Non-teaching Member- ICC	
Ms Suhaile Azavedo	Coordinator Grievance Redressal Committee	

Agenda for the meeting

1. Review of the Grievance Committee functioning and mechanisms for 2021-22.
2. Submission of DVV for 2021-22.

Action planned for the Grievance Committees

1. All associated committees were in attendance and were brought up to date with the documentation required for the AY 2021-22
2. All associated committees to have an annual review meeting to review activities conducted and committee functioning in 2021-22
3. All associated committees to submit documentation required by Monday, 14th March 2022
4. The Code of Conduct committee has an upcoming activity in March. Subsequent to which all documentation will be completed

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Task force committee / Covid Grievance Cell
Agenda of Meeting



The meeting of the Covid grievance cell/ Task force committee was held at St. Mira's College for Girls, Pune on 27/9/2021 at 1.00 p.m. (During the SIP Orientation)

The agenda of the meeting was as follows:

- 1) To address students of FY in SIP on 29th sept, 2021, at 1pm regarding Covid grievance cell.

Minutes:

1. Students were introduced to Covid grievance cell.
2. The guidelines and covid-19 protocol were presented
3. It was explained to the students that on campus behavior should be covid appropriate as and when college reopens.

Members present.

Name	Signature
Dr. Jaya Rajagopalan	
Dr. Shalini Iyer	
Ms. Suhail Azavedo	
Dr. Manisha Pimpalkhare	
Ms. Swatee Sarwate	

COVID-19 Related Grievances

As per the UGC recommendation, St. Mira's College has constituted a committee to address the grievances students related to the COVID-19 pandemic with the following members:

1	Dr Shalini Iyer	Vice Principal	Chairperson	shalini.iyer@stmiracollegepune.edu.in
2	Ms Manisha Pimpalkhare	Senior Teaching Faculty	Member	manisha.pimpalkhare@stmiracollegepune.edu.in
3	Ms Swatee Sarwate	Senior Teaching Faculty	Member	swatee.sarwate@stmiracollegepune.edu.in

Conduct of Conduct & Ethics Committee

The composition of the monitoring Committee is as under:

1	Dr Shalini Iyer	Vice Principal	Chairperson	shalini.iyer@stmiracollegepune.edu.in
2	Ms Komal Tujare	Senior Teaching Faculty	Member	komal.tujare@stmiracollegepune.edu.in
3	Ms Ekta Jadhav	Director of Physical Education	Member	ekta.jadhav@stmiracollegepune.edu.in

St. Mira's College for Girls, Pune
Reopening task Force 2021-22/Covid Gr Cell
Minutes of Meeting_9th Oct 2021

Subject- The meeting was held in the light of the PMC circular (Break the Chain- Revised Guidelines dated 8th October 2021) about reopening colleges.

The following members were present.

- Dr. Shalini Iyer
- Dr. Manisha Pimpalkhare
- Mrs. Suhaile Azavedo
- Mrs. Ekta Jadhav
- Mrs. Swati Sarawate
- Mrs. Deepali Agarwal
- Mrs Gauri Mhalgi- Registrar

The agenda- To create a plan of action for reopening college as per PMC/ SPPU/ other guidelines.

- It was decided by consensus that the information about students vaccination details and consent forms to be collected through Google form. This form will be uniform across classes... to be circulated and collected by the class teachers.
- The existing consent form to updated with new dates of reopening
- The response sheets and the uploads of consent letters and vaccination certificates to be checked and then shared by the class teachers with the task force using the new email id
- In order to facilitate communication in this respect, request for a separate email id to be made.
- Faculty members' vaccination details- to be checked on the google sheet.
- Hard copy of both the vaccination details of the faculty members and the non teaching staff to be deposited to the office.
- Procuring posters / promotional material to be uploaded to website/ displayed on campus.
- Updating Instructions sheet to be put on website/ circulated with students

Agenda for the next meeting- to be scheduled on 11th or 12th Oct 2021 as follows-

- Check the logistics- registers for entry, sanitizers etc
- Take an update about SPPU circular
- Check the schedule of classes that was made in Feb 2021 in case an update is necessary.

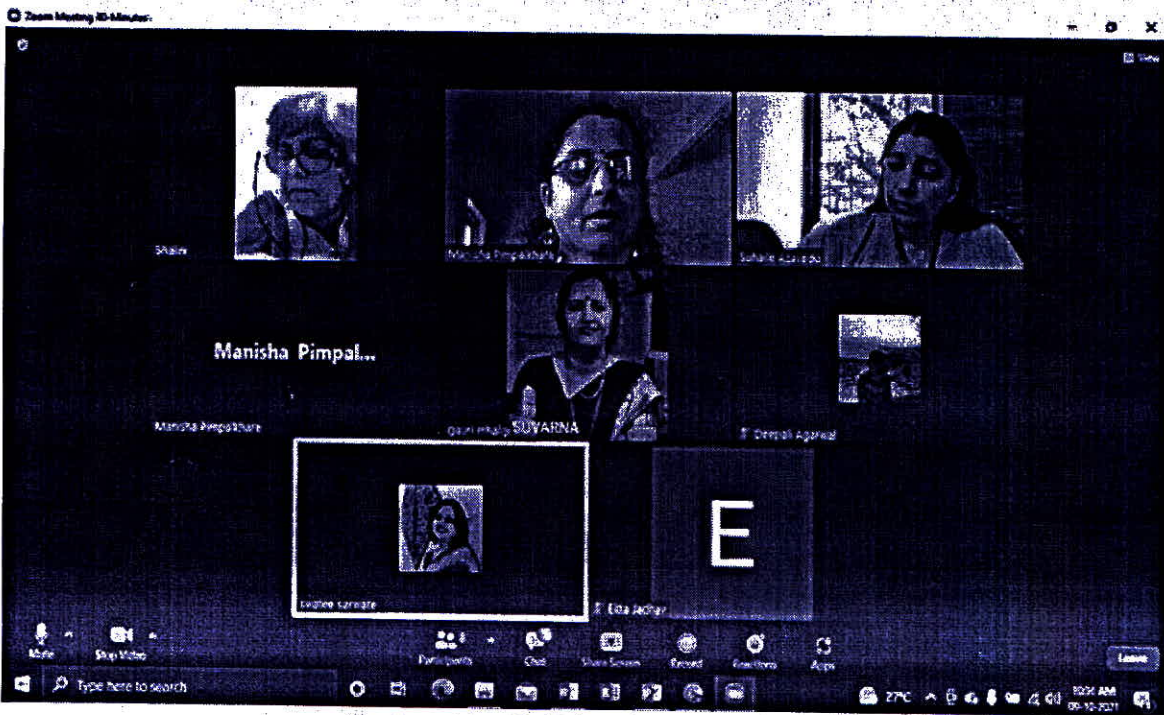


Manisha Pimpalkhare
Manisha Pimpalkhare

JK
Principal Incharge
St. Mira's College for Girls

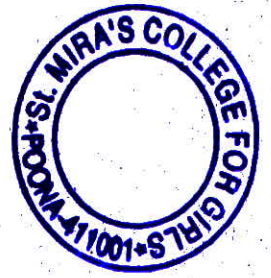
Minutes of Meeting_Reopening Taskforce_9th Oct 2021_Zoom_10.45 to 11.20

Meeting-Screenshots



Manisha
Manisha Pimpalkhane

Jh
Principal incharge
St. Mira's College for Girls



St. Mira's College for Girls, Pune
Reopening task Force / Covid Gr Cell 2021-22
Minutes of Meeting_11th Dec. 2021

Subject- The meeting was held in the light of the PMC circular (Break the Chain- Revised Guidelines dated 8th October 2021) about reopening colleges.

The following members were present.

- Dr. Shalini Iyer
- Dr. Manisha Pimpalkhare
- Mrs. Suhaile Azavedo
- Mrs. Ekta Jadhav
- Mrs. Swati Sarawate
- Mrs. Deepali Agarwal
- Mrs. Gauri Mhalgi- Registrar
- Ms. Rekha Kankariya

The agenda- To create a plan of action for reopening college on 13th Dec 2021 and 1st Jan 2022

It was decided by consensus that the information about students vaccination details and consent forms to be collected through Google form. This form will be uniform across classes... to be circulated and collected by the class teachers for SY and TY students.

- The FY students with two vaccination and consent forms will come for practicals in college from 13/12/2021 while their lecture will be online.
- Check the schedule of classes that was made in Jan 2021 in case an update is necessary.
- Sanctuary will be conducted as per schedule.
- Students are advised to generate an E -pass .
- SY and TY students will come offline to attend college from 3/1/2022.
- Guidelines for students to follow appropriate covidbehaviour to be issued.

Meeting-Screenshot

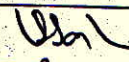
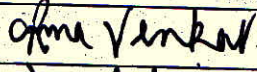

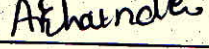


Manisha Pimpalkhare

JK
Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting [14/7/2021]

The meeting of the Internal Complaints Committee was held on 14/07/2021 at 11.00 a.m. in Sociology cubicle The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Co-ordinator, ICC	
Dr. Rama Venkat	Member, ICC	
Dr. Arwa Madan	Member, ICC	
Anandmayi Choude	Member, ICC	

Agenda Items

- Item 1- Planning of activities for 2021-22
- Item 2 – Incorporating Mrs. Uma Kurhade in the ICC

Decisions

- Item 1 – Activity plan for 2021-22 was discussed. It was decided that one workshop specifically for the non-teaching staff should be organized. One workshop for students will be planned in the second semester. Activities like screening of documentaries can be conducted to create more awareness.
- Item 2 – Dr. Vaishali Joshi proposed the name of Mrs. Uma Kurhade, Founder Director of an NGO, Kshitij, to be incorporated in the committee as outside expert. All members unanimously agreed to this.

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
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Minutes of the Meeting [17/3/2022]

The meeting of the Internal Complaints Committee was held on 17/3/2022 at 2.00 p.m. in Sociology cubicle The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Co-ordinator, ICC	<i>W. Joshi</i>
Dr. Rama Venkat	Member, ICC	<i>Rama Venkat</i>
Dr. Arwa Madan	Member, ICC	<i>Arwa Madan</i>
Anandmayi chounde	Member, ICC	<i>A. Chounde</i>

Agenda Items

- Item 1- To plan and discuss the session on POSH for teaching faculty

Decisions

- Item 1 – It was decided that an offline session on POSH will be conducted on 17th April 2022 in A.V.Room. The session will be facilitated by Ms. Preeti Karmarkar, Activist and member, Nari Samata Manch.

The meeting ended with a vote of thanks.

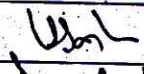
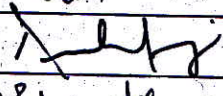
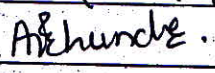


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Principal Incharge
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St. Mira's College For Girls, Pune
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Minutes of the Meeting [25/9/2021]

The meeting of the Internal Complaints Committee was held on 25/09/2021 at 11.00 a.m. in Sociology cubicle. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Co-ordinator, ICC	
Dr. Arwa Madan	Member, ICC	
Anandmayi Chounde	Member, ICC	

Agenda Items

- Item 1- To plan and discuss the session on POSH for non-teaching staff

Decisions

- Item 1 – It was decided that an offline session on POSH will be conducted on 30th September, 2021 in A.V.Room. This session will be conducted following all COVID norms and guidelines. The session will be facilitated by Dr. Sneha Gole, Faculty in-charge, ICC, Women's Studies Centre.

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

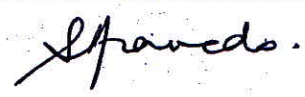
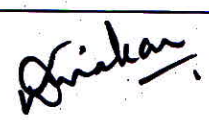


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Anti- Ragging Committee
Circular


Circular No:

Day & Date: Friday, 11th March, 2022

There will be an Anti-Ragging Committee meeting i.e. on Sat. 12th March, 2022 at 01:30pm in the A.V. Room. The following Committee members and the Grievance Redressal Coordinator are requested to attend the same.

S. No.	Name of Faculty	Designation	Signature
1.	Ms. Suhaile Azavedo	Presiding Officer, Faculty, Dept. of English & Coordinator, Grievance Redressal Committee	
2.	Dr. Shalini Iyer	V. Principal, HoD, B. Eco & Bkg, Coordinator, Anti-Ragging Committee	
3.	Dr. Vaishali Diwakar	Controller of Examinations HoD, Sociology & Member, Anti-Ragging Committee	
4.	Ms. Veena Kenchi	HoD, Politics & Public Administration & Member, Anti-Ragging Committee	
5.	Ms. Rekha Kankariya	Coordinator, Self-financing Course, Exam Officer & Member, Anti-Ragging Committee	




Dr. Jaya Rajagopalan
Principal In charge
St. Mira's College for Girls, Pune

St. Mira's College For Girls, Pune
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Minutes of the Meeting [12-03-2022]

The meeting of the [Anti-ragging Committee] was held on [12-03-2022] at [01:30pm] in [A.V. Room]. The following members were present-

Name	Designation	Signature
Ms. Suhaile Azavedo	Presiding Officer	<i>Suhaile Azavedo</i>
Dr. Shalini Iyer	Coordinator	
Dr. Vaishali Diwakar	COE, HoD, Sociology & Committee Member	<i>Diwakar</i>
Ms. Veena Kenchi	HoD, Politics & Pub. Admn & Committee Member	<i>Veena</i>
Ms. Rekha Kankariya	Coordinator, Self-financing Courses & Committee Member	<i>Rekha</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed & Resolved (No. received, No. addressed, No. resolved);
- Item 2. Compilation of Action Taken Report;
- Item 3. Any other pertinent grievance with the permission of the Chair.
-Compilation of Anti Ragging Awareness Drive DVV collection.

Decisions

- Item 1. No anti-ragging grievances needed to be addressed or resolved (due to online interaction of students)
- Item 2. A Nil Action Taken Report was prepared for the year.
- Item 3. -Compilation of Anti Ragging Awareness Drive DVV collection.

The meeting ended with a vote of thanks.



Principal Incharge
St. Mira's College for Girls



SADHU VASWANI MISSION'S
ST. MIRA'S COLLEGE FOR GIRLS

[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001 [INDIA]

Ph. Fax: 26124846 E-mail: mira_college@yahoo.co.in

Dr. Jaya Rajagopalan
Principal Incharge

PU/PN/AC/015/(1962)
College Code No. 013

Circular

Day & Date: Thursday, 10th Feb, 2022

Venue: A.V. Room

There will be an Anti-Ragging Committee meeting tomorrow, i.e. on Friday, 11th February, 2022 at 12 noon in the AV Room. The following Committee members and the Grievance Redressal Coordinator are requested to attend the same.

S. No.	Name of Faculty	Designation	Signature
1.	Dr. Shalini Iyer	V. Principal, HoD, B. Eco & Bkg, Coordinator, Anti-Ragging Committee	<i>Shalini Iyer</i>
2.	Dr. Vaishali Diwakar	Controller of Examinations HoD, Sociology & Member, Anti-Ragging Committee	<i>Diwakar</i>
3.	Ms. Rekha Kankariya	Coordinator, Self-financing Course, Exam Officer & Member, Anti-Ragging Committee	<i>Rekha</i>
4.	Ms. Veena Kenchi	HoD, Politics & Public Administration & Member, Anti-Ragging Committee	<i>Veena</i>
5.	Ms. Suhaile Azavedo	Faculty, Dept. of English & Coordinator, Grievance Redressal Committee	<i>Suhaile</i>

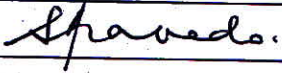


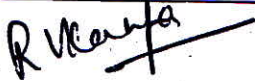


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Dr. Jaya Rajagopalan
Principal In charge
St. Mira's College for Girls, Pune

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St. Mira's College For Girls, Pune
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Minutes of the Meeting [11-02-2022]

The meeting of the [Anti-ragging Committee] was held on [0-02-2022] at [12:00noon] in [A.V. Room]. The following members were present-

Name	Designation	Signature
Ms. Suhaile Azavedo	Presiding Officer	
Dr. Shalini Iyer	Coordinator	
Dr. Vaishali Diwakar	COE, HoD, Sociology & Committee Member	
Ms. Veena Kenchi	HoD, Politics & Public Administration & Committee Member	
Ms. Rekha Kankariya	Coordinator, Self-financing Courses & Member	

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues (due to online interaction of students)
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Conduct of class wise online Anti Ragging Awareness Drive for Degree College Students between [16th Feb, 2022 to 18th Feb, 2022]

The meeting ended with a vote of thanks.



Principal Incharge
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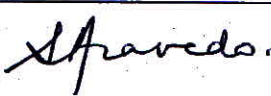



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Anti- Ragging Committee
Circular

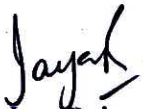
Circular No:

Day & Date: Thursday, 1st July, 2021

There will be an Anti-Ragging Committee meeting on [Sat, 03-07-2021] at [12:00noon] in [Vice Principal's Room]. The following Committee members and the Grievance Redressal Committee Coordinator are requested to attend the same.

S. No.	Name of Faculty	Designation	Signature
1.	Ms. Suhaile Azavedo	Presiding Officer, Senior Faculty, Dept. of English & Coordinator, Grievance Redressal Committee	
2.	Dr. Shalini Iyer	V. Principal, HoD, B. Eco & Bkg, Coordinator, Anti-Ragging Committee	
3.	Dr. Vaishali Diwakar	Controller of Examinations HoD, Sociology & Member, Anti-Ragging Committee	
4.	Ms. Veena Kenchi	HoD, Politics & Public Administration & Member, Anti-Ragging Committee	
5.	Ms. Rekha Kankariya	Coordinator, Self-financing Course, Exam Officer & Member, Anti-Ragging Committee	

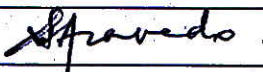






Dr. Jaya Rajagopalan
Principal In charge
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Minutes of the Meeting [03-07-2021]

The meeting of the [Anti-ragging Committee] was held on [Sat, 03-07-2021] at [12:00noon] in [Vice Principal's Room]. The following members were present-

Name	Designation	Signature
Ms. Suhaile Azavedo	Presiding Officer	
Dr. Shalini Iyer	Coordinator	
Dr. Vaishali Diwakar	COE, HoD, Sociology, & Member	
Ms. Veena Kenchi	Hod, Politics & Public Administration & Committee Member	
Ms. Rekha Kankariya	Coordinator, Self-financing Courses & Committee Member	

Agenda Items

- Item 1. Introduction of Committee members;
- Item 2 Action Plan regarding procedure to address anti-ragging issues;
- Item 3 With the permission of the Chair (if any).

Decisions

- Item 1. Members were introduced.
- Item 2 Action Plan was prepared
- Item 3. Anti Ragging Orientation session for First Year Students at Student Induction Programme to be conducted by Ms. Veena Kenchi. The session would include creating awareness about Anti Ragging Rules and a video presentation.

The meeting ended with a vote of thanks




Principal Incharge
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St. Mira's College for Girls, Pune
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Anti-ragging Committee
Action Plan 2021-22

Objective:

1.To spell out the procedure for effective and speedy addressal of Anti-ragging issues.

Procedure:

1.Awareness about such a redressal mechanism, including maintenance of Grievance Register with Vice Principal and Grievance Box (outside Vice Principal's Office) conveyed to students through Class Teachers in class.

2.Complaint by student to Class Representative /Class Teacher (verbal/written) to be initially addressed & resolved by Class Teacher, with intimation to any one of the Grievance Committee Members & Coordinator (Vice Principal) and/or Presiding Officer.

3.Complaint by student to Class Representative /Class Teacher (verbal/written), if not resolved by Class Teacher, to be intimated to any one of the Grievance Committee Members & Coordinator (Vice Principal) and/or Presiding Officer, for further action and suitable redressal.

4. Maintenance of Anti-ragging Complaint File/Register with the Vice Principal for filing of written complaints and the action taken.

5.Maintenance of Complaint Box for receipt of such complaints. The key to the complaint box is maintained by the Vice Principal and reviewed regularly for further action.




Principal Incharge
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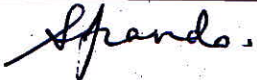
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Anti-Ragging Committee
Circular


Circular No:

Day & Date: Friday, 1st Oct, 2021.

There will be an Anti-Ragging Committee meeting on [Tuesday, 05-10-2021] at [1:00pm] in [the Staff Room (Ground Floor)]. The following Committee members and the Grievance Redressal Coordinator are requested to attend the same.

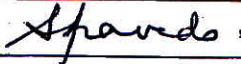
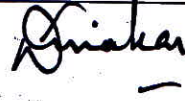


S. No.	Name of Faculty	Designation	Signature
1.	Dr. Shalini Iyer	V. Principal, HoD, B. Eco & Bkg, Coordinator, Anti-Ragging Committee	
2.	Dr. Vaishali Diwakar	Controller of Examinations HoD, Sociology & Member, Anti-Ragging Committee	
3.	Ms. Rekha Kankariya	Coordinator, Self-financing Course, Exam Officer & Member, Anti-Ragging Committee	
4.	Ms. Veena Kenchi	HoD, Politics & Public Administration & Member, Anti-Ragging Committee	
5.	Ms. Suhaile Azavedo	Faculty, Dept. of English & Coordinator, Grievance Redressal Committee	




Dr. Jaya Rajagopalan
Principal In charge
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Minutes of the Meeting [05-10-2021]

The meeting of the [Anti-ragging Committee] was held on [Tuesday, 05-10-2021] at [01:00pm] in [Staff Room]. The following members were present-

Name	Designation	Signature
Ms. Suhaile Azavedo	Presiding Officer	
Dr. Shalini Iyer	Coordinator	
Dr. Vaishali Diwakar	COE, HoD, Sociology & Committee Member	
Ms. Veena Kenchi	HoD, Politics & Pub. Admn & Committee Member	
Ms. Rekha Kankariya	Coordinator Self Financing Courses & Committee Member	

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues (due to online interaction of students).
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
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Minutes of the Code of Conduct Committee Meeting 17/01/2022

The meeting of the Grievance Redressal Committee was held on 17-01-2022 at 12.00 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Vice Principal, Chairman of the Committee	<i>Shalini Iyer</i>
Ms. Komal Tujare	Senior Teaching Faculty	<i>Komal Tujare</i>
Ms. Ekta Jadhav	Director of Physical Education	<i>Ekta Jadhav</i>

Agenda for the meeting

1. Discussion on duties for a session on Professional Ethics at Workplace for graduating students
2. Allotting duties for the session – Form A, Registration, Feedback, Report and photos

Action planned for the Grievance Committees

1. The session would be held in collaboration with the Placement Cell on the 19th of January 2022. Ms. Swatee Sarwate suggested Ms. Pooja Kashid as speaker for the event and she has been invited
3. It was decided that Ms. Komal Tujare would coordinate the event on behalf of the Code of Conduct Committee
4. The final documentation would be handled by the entire committee and submitted to the Grievance Committee



R
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St. Mira's College For Girls, Pune
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Minutes of the Code of Conduct Committee Meeting 24/03/2022

The meeting of the Grievance Redressal Committee was held on 24-03-2022 at 10:50 am in the vice principal's office. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Vice Principal, Chairman of the Committee	<i>Shalini Iyer</i>
Ms. Komal Tujare	Senior Teaching Faculty	<i>Komal Tujare</i>
Ms. Ekta Jadhav	Director of Physical Education	<i>Ekta Jadhav</i>

Agenda for the meeting

1. Allotting duties for committee documentation
2. Submissions for NAAC SSR

Action planned for the Grievance Committees

1. It was decided that the circular, report, attendance and photos of all code of conduct activities (Professional Ethics for students, faculty and other staff) would be submitted by Ms. Ekta Jadhav to the concerned criterion
3. It was decided that Ms. Komal Tujare would submit the minutes of the meetings of Code of Conduct committee to the grievance committee coordinator
4. The final documentation would be handled by the entire committee and submitted by the end of the month of March



[Signature]
Principal Incharge
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St. Mira's College For Girls, Pune
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Minutes of the Code of Conduct Committee Meeting 27/09/2021

The meeting of the Grievance Redressal Committee was held on 27-09-2021 at 11.00 am on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Vice Principal, Chairman of the Committee	<i>Shalini Iyer</i>
Ms. Komal Tujare	Senior Teaching Faculty	<i>Komal Tujare</i>
Ms. Ekta Jadhav	Director of Physical Education	<i>Ekta Jadhav</i>

Agenda for the meeting

1. Review of the functioning and mechanisms of the Code of Conduct Committee for 2021-22.
2. Planning for the introductory session of Code of Conduct at the Student Induction Programme

Action planned for the Grievance Committees

1. The Code of Conduct policy was read before the committee and all functions of the committee were discussed in detail
2. The documentation to be prepared for all committee activities and tasks was identified and the mechanism for maintenance of the same was put in place
3. It was decided that Ms. Komal Tujare would speak at the Student Induction Programme to offer them a clear understanding of the roles and functions of the committee
4. A powerpoint presentation would be made by Ms. Komal Tujare and shared with all committee members to review






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Minutes of the Meeting [Date 14.03.2022]

The meeting of the [Caste Discrimination Committee] was held on [14.03.2022] at [10:40 to 11:10 am] in [Staffroom]. The following members were present-

Name	Designation	Signature
Jyoti Chintan	Assistant Professor	
Dr. Hasina Shaikh	Assistant Professor	
Manjita Kulkarni	Assistant Professor	

Agenda Items

Item 1 Discussion on action to be taken if any complaints are raised by the students regarding caste discrimination and the plan of action for the same.

Decisions

- Item 1 If Informal grievances are not resolved, students will be asked to send a formal complaint to the Caste Discrimination committee.
- Item 2 The team members have decided to sort the issue on counselling them on personal grounds.
- Item 3 We would request the class teacher to speak to the concerned parties and guide them.
- Item 4 In case still the student is not convinced then the complaint will be put up to the redressal committee and whatever decision is taken by the redressal committee would be final.

The meeting ended with a vote of thanks.




Principal Incharge
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Minutes of the Meeting [Date 19.7.2021]

The meeting of the [Caste Based Discrimination] was held on [19.07.2021] at [10:45 to 11:10 am] in [Staffroom]. The following members were present-

Name	Designation	Signature
Jyoti Chintan	Assistant Professor	<i>Jyoti</i>
Hasina Shaikh	Assistant Professor	<i>Hasina</i>
Manjita Kulkarni	Assistant Professor	<i>Manjita</i>

Agenda Items

- Item 1 - Discussion on action to be taken if any complaints are raised by the students regarding caste discrimination and the plan of action for the same.

Decisions

- Item 1- If Informal grievances are not resolved, students will be asked to send a formal complaint to the Caste Discrimination committee.
- Item 2- The team members have decided to sort the issue on counselling them on personal grounds.
- Item 3- We would request the class teacher to speak to the concerned parties and guide them.
- Item 4- In case still the student is not convinced then the complaint will be put up to the redressal committee and whatever decision is taken by the redressal committee would be final.

The meeting ended with a vote of thanks.



JR
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Minutes of the Meeting [Date 20.12.2021]

The meeting of the [Caste Based Discrimination] was held on [20.12.2021] at [10:45 to 11:10 am] in [Staffroom]. The following members were present-

Name	Designation	Signature
Jyoti Chintan	Assistant Professor	<i>JChintan</i>
Hasina Shaikh	Assistant Professor	<i>Hasina</i>
Manjita Kulkarni	Assistant Professor	<i>MBK</i>

Agenda Items

- Item 1 - Discussion on action to be taken if any complaints are raised by the students regarding caste discrimination and the plan of action for the same.

Decisions

- Item 1- If Informal grievances are not resolved, students will be asked to send a formal complaint to the Caste Discrimination committee.
- Item 2- The team members have decided to sort the issue on counselling them on personal grounds.
- Item 3- We would request the class teacher to speak to the concerned parties and guide them.
- Item 4- In case still the student is not convinced then the complaint will be put up to the redressal committee and whatever decision is taken by the redressal committee would be final.

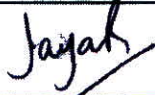
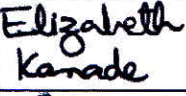

The meeting ended with a vote of thanks.



JR
Principal Incharge
St. Mira's College for Girls

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Minutes of the Grievance Committee Meeting 22/07/2020

The meeting of the Grievance Redressal Committee was held on 22-07-2020 at 12.00 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr Jaya Rajagopalan	Coordinator IQAC	
Ms Elizabeth Kanade	Coordinator Grievance Redressal Committee	
Ms Suhaile Azavedo	Coordinator Grievance Redressal Committee	


Agenda for the meeting

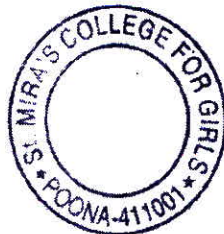
1. To finalize the committees as mandated by the UGC for grievance redressal at the College level under the CSGRC for the AY 2021-22.
2. To outline the scope of the associated committees.
3. To nominate the constituting members of the associated committees as mandated by UGC.


Action planned for the Grievance Committees

1. The following associated committees will be formed as per the UGC notification dated May 2019: the CSGRC, the Anti-Ragging Committee, the ICC, Prevention of Caste- based Discrimination Committee, the Ethics/ Code of Conduct Committee and the Covid - 19 Committee
2. The scope of each committee will be as outlined in the UGC mandate and in keeping with the College ethos
3. Dr. Jaya Rajagopalan will nominate the constituting members to each committee and a mail to effect the same will be sent to the members.

The meeting ended with a vote of thanks.


IQAC Co-Ordinator
St. Mira's College for Girls, Pune




Principal
St. Mira's College For Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Grievance Committee Meeting 04/11/2020

The meeting of the Grievance Redressal Committee was held on 04-11-2020 at 1.00 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr Jaya Rajagopalan	Coordinator IQAC	<i>Jaya</i>
Ms Elizabeth Kanade	Coordinator Criterion 5	<i>Elizabeth Kanade</i>
Ms Suhaile Azavedo	Coordinator Grievance Redressal Committee	<i>Azavedo</i>

Agenda for the meeting

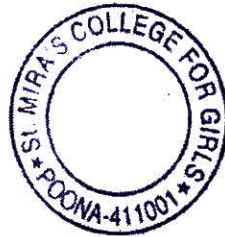
1. To confirm the constituted committees for the period 2021 - 23
2. To discuss the framing of College Grievance Redressal Policy

Action planned for the Grievance Committees

1. The members of associated committees nominated by Dr. Jaya Rajagopalan i.e. of the CSGRC, the Anti-Ragging Committee, the ICC, Prevention of Caste-based Discrimination Committee, the Ethics/ Code of Conduct Committee and the Covid - 19 Committee were confirmation
2. The coordinator of the Grievance Cell, Ms Suhaile Azavedo would draft the Grievance Redressal Policy

The meeting ended with a vote of thanks.

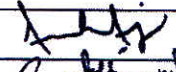
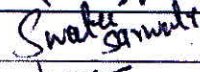
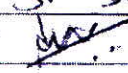
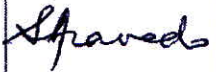
Jaya
IQAC Co-Ordinator
St. Mira's College for Girls, Pune



H. H. Idawani
Principal,
St. Mira's College For Girls

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Minutes of the Grievance Committee Meeting 04/03/2021

The meeting of the Grievance Redressal Committee was held on 04-03-2021 at 2.00 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr Arwah Madan	Coordinator Website Committee	
Ms Swatee Sarwate	Member Website Committee	
Ms Abhradita Chatterjee N.	Member Website Committee	
Ms Suhaile Azavedo	Coordinator Grievance Redressal Committee and Member Website Committee	

Agenda for the meeting

1. To discuss the requirements for the webpages and tabs required for Grievance Redressal on the college website
2. To plan the agenda of the meeting with website developer Mr Ajaay Ahire for the development of the webpages and tabs required for Grievance Redressal on the college website


Action planned for the Grievance Committees

1. The draft web pages and forms with inputs from website committee members would be created by Ms Suhaile Azavedo. The same would be shared with the website committee for testing.
2. A website committee meeting with Mr. Ahire would be called for the creation of the required pages and tabs before the 15th of April 2021.

The meeting ended with a vote of thanks.


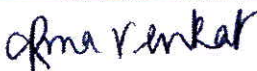



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Minutes of the Internal Complaints Committee Meeting 11/07/2020

The meeting of the ICC was held on 11-7-2020 at 1.00 p.m. on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer- ICC	
Dr. Rama Venkat	Senior Teaching Faculty- ICC	
Dr. Arwah Madan	Senior Teaching Faculty- ICC	
Ms. Anandmayi Choude	Non-teaching Member- ICC	


Agenda for the meeting

1. To finalize the number of activities to be conducted during the academic year.
2. To adopt a proper mechanism for maintaining all documents of the activities of ICC
3. Any other matter raised by a member of the committee.

Action planned for ICC

1. It was decided to organize two activities during the academic year, one in September and another one in March coinciding with Women's Day.
2. Both the events will be coordinated by the Department of Sociology.
3. The topics will be decided based on the availability of the experts.

The meeting ended with a vote of thanks.

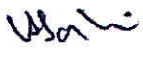



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Minutes of the Internal Complaints Committee Meeting 22/08/2020

The meeting of the ICC was held on 22-8-2020 from 11:00 am to 12:30 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer- ICC	
Dr. Rama Venkat	Senior Teaching Faculty- ICC	
Dr Arwah Madan	Senior Teaching Faculty- ICC	


Agenda for the meeting

1. To finalize Activity 1 of ICC on Sexual Harassment at Workplace
2. To finalize the date, time and platform for the session
3. To finalize the speaker and the topics to be covered
4. Any other matter raised by a member of the committee.


Action planned for ICC

1. It was decided to organize a webinar on Sexual Harassment at Workplace
2. The date of the webinar was decided as 2nd September 2020, from 11:00 am to 12:30 pm on Zoom (online platform).
3. Dr. Sneha Gole, from Women's Studies Center SPPU was decided as the speaker for this webinar
4. The topics to be discussed was mainly focussing on Sexual Harassment at workplace and the legal requirements.

The meeting ended with a vote of thanks.




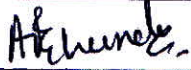

IQAC Co-Ordinator
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Minutes of the Internal Complaints Committee Meeting 25/02/2021

The meeting of the ICC was held on 25-2-2021 at 1.00 pm on the Zoom Meetings platform.
The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer- ICC	
Dr. Rama Venkat	Senior Teaching Faculty- ICC	
Dr Arwah Madan	Senior Teaching Faculty- ICC	
Ms. Anandmayi Chounde	Non-teaching Member- ICC	


Agenda for the meeting

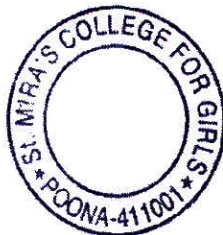
1. To finalize Activity 2 of ICC in connection with International Women's Day
2. To finalize the date, time and platform for the session
3. To finalize the speaker and the topics to be covered
4. Any other matter raised by a member of the committee.


Action planned for ICC

1. It was decided to organize a webinar on "Gender Violence and the Judiciary System in India
2. The date of the webinar was decided as 9th March 2021 at 11:00 am to 12:30 pm on Zoom (online platform).
3. Advocate Rama Sarode (Legal consultant and activist) was decided as the speaker for this webinar
4. The topics to be discussed was mainly focussing on legal provisions on women harassment

The meeting ended with a vote of thanks.


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St. Mira's College For Girls.

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Minutes of the Meeting 01-07-2020

The meeting of the Anti-ragging Committee was held on 01-07-2020 at 12:50pm in Vice Principal's Room. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Coordinator	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator	<i>Jaya</i>

Agenda Items

- Item 1. Introduction of Committee members;
- Item 2 Action Plan regarding procedure to address anti-ragging issues;
- Item 3 With the permission of the Chair (if any).

Decisions

- Item 1. Members were introduced.
- Item 2 Action Plan was prepared
- Item 3. Nil

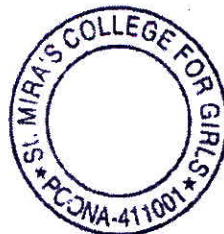
The meeting ended with a vote of thanks.

Jaya

IQAC Co-Ordinator
St. Mira's College for Girls, Pune

H. H. Diwani

Principal,
St. Mira's College For Girls



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Minutes of the Meeting 01-10-2020

The meeting of the Anti-ragging Committee was held on 01-10-2020 at 01:30pm in Staff Room. The following members were present-

Name	Designation	Signature
Ms. Suhaile Azavedo	Presiding Officer	<i>Suhaile Azavedo</i>
Dr. Shalini Iyer	Coordinator	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues (due to online interaction of students)
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.

Jaya
IQAC Co-Ordinator
St. Mira's College for Girls, Pune



J. H. Diwakar
Principal,
St. Mira's College For Girls

St. Mira's College For Girls, Pune
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Minutes of the Meeting 03-04-2021

The meeting of the Anti-ragging Committee was held on 03-04-2021 at 01:30pm in A.V. Room. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Coordinator	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Vaishali Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed & Resolved (No. received, No. addressed, No. resolved);
- Item 2. Compilation of Action Taken Report;
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No anti-ragging grievances needed to be addressed or resolved (due to online interaction of students)
- Item 2. A Nil Action Taken Report was prepared for the year.
- Item 3. Nil

The meeting ended with a vote of thanks.

Jaya
IQAC Co-Ordinator
St. Mira's College for Girls, Pune



S.H. Diwakar
Principal,
St. Mira's College For Girls.

St. Mira's College For Girls, Pune
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Minutes of the Meeting 20-07-2020

Caste Discrimination Committee

Day & Date: Monday, 20-07-2020

Time: 10.40am - 11.10am

Venue: Staff Room

Members Present: Asst. Prof. Jyoti Chintan

Asst. Prof. Hasina Shaikh

Asst. Prof. Manjita Kulkarni

Agenda:

- a. Discussion on action to be taken if any complaints are raised by the students regarding caste discrimination and the plan of action for the same.

Resolutions:

- a. If Informal grievances are not resolved, students will be asked to send a formal complaint to the Caste Discrimination committee.
- b. The team members have decided to sort the issue on counselling them on personal grounds.
- c. We would request the class teacher to speak to the concerned parties and guide them.
- d. In case still the student is not convinced then the complaint will be put up to the redressal committee and whatever decision is taken by the redressal committee would be final.

Jayab

**IQAC Co-Ordinator
St. Mira's College for Girls, Pune**



H. H. Jadhav
Principal,

St. Mira's College For Girls,

St. Mira's College For Girls, Pune
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Minutes of the Meeting 5th February 2021

The meeting of the Reopening Task Force/ Committee was held on 5th February 2021 in the online mode. The following members were present.

Dr. Manisha Pimpalkhare

Ms. Suhaile Azavedo

Ms. Ekta Jadhav

Ms. Swatee Sarawate

Ms. Deepali Agarwal

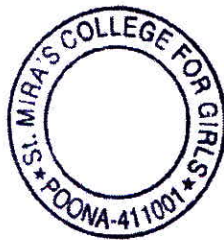
M. Pimpalkhare
S. Azavedo
E. Jadhav
S. Sarawate
D. Agarwal

The meeting was held for the purpose of constructing a special time table which follows all the government guidelines and UGC guidelines. Such a schedule was to work on a rotation basis accommodating all the students without any crowding at any place at any time.

The members of the committee presented the work done on timetables, entry points, covid protocols and necessary guidelines to be issued to the students and teachers.

A data set of consent forms from the students was compiled and the numbers were prepared for presenting to the Principal ma'am.

Jayab
IQAC Co-Ordinator
St. Mira's College for Girls, Pune



G. H. Jadhavani
Principal,
St. Mira's College For Girls

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Minutes of the Meeting 9th February 2021

The meeting of the Reopening Task Force/ Committee was held on 9th February 2021 at 01:00pm online

A meeting of the Reopening Special Committee/ Task Force was held on 9th February 2021 in the online mode- Zoom Platform. Time 1 pm

Agenda-- To present the blueprint of reopening schedule prepared by the committee

The following members were present:

Principal Dr. G.H. Gidwani

Vice Principal Dr. Shalini Iyer

Dr. Jaya Rajagopalan

Committee Members

The committee members presented the class time tables, squad duty time table, entry schedule for various classes and allocation of classrooms based on the class time table. The principal ma'am and other members of the meeting gave valuable inputs like updating the consent form, squad duty schedule to accommodate laboratory staff etc. All the suggestions were incorporated. It was decided to complete all the work by 10th February and conduct an orientation meeting for the entire staff on 11th February 2021. It was decided that the committee members will present the timetable, schedule etc to the staff members and also respond to their queries if any.

Jaya
IQAC Co-Ordinator
St. Mira's College for Girls, Pune



G.H. Gidwani
Principal,
St. Mira's College For Girls

St. Mira's College For Girls, Pune
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Minutes of the Meeting

Reopening Taskforce/ Special Committee - Staff Meeting for Reopening Plan

11th February 2021

A staff meeting was called to share the reopening plan - Mode- Online- Google Meet

Following members were present

Principal Dr. G.H. Gidwani

Vice Principal Dr. Shalini Iyer


HoD and Staff members

Agenda- Dissemination of the information about the processes and scheduling of reopening of college and conduct of offline classes in a phased manner as per the guidelines of UGC and State Government.


The meeting started with each committee member explaining a part of the reopening process to the staff members. Ms. Swatee Sarawate and Ms. Deepali Agarawal presented the covid protocol and the guidelines regarding covid appropriate behaviour. Ms. Ekta explained the entry schedule of the students of various classes. Ms. Suhaile Azavedo and Manisha Pimpalkhare explained the seating arrangement of students including the arrangements for isolation room, spare rooms in case of overflow of students. All the presentations were supported by floor plans and blueprints of the schedules.

The information was successfully shared with the faculty members followed by a queries session which included queries on internet connectivity; classrooms for General Papers; and many others. It was decided to continue the query solving session of the faculty group.

The meeting concluded with approval of reopening plan by the Principal ma'am and all the faculty members.


IQAC Co-Ordinator
St. Mira's College for Girls, Pune




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Minutes of the Meeting [03-07-2019]

The meeting of the [Anti-ragging Committee] was held on [03-07-2019] at [01:30pm] in [A.V. Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	
Dr. Shalini Iyer	Vice Principal, Degree College & HoD, Business Eco & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Vaishali Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator	<i>Jaya</i>

Agenda Items

- Item 1. Introduction of Committee members;
- Item 2 Action Plan regarding procedure to address anti-ragging issues;
- Item 3 Any other pertinent grievance issue with the permission of the Chair.

Decisions

- Item 1. Members were introduced.
- Item 2 Action Plan was prepared
- Item 3. Nil

The meeting ended with a vote of thanks.



Principal Incharge
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Minutes of the Meeting [04-10-2019]

The meeting of the [Anti-ragging Committee] was held on [04-10-2019] at [12:50pm] in [AV Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Dr. Shalini Iyer	Vice Principal, Degree College & HoD, Business Eco. & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Vaishali</i>
Dr. Jaya Rajagopalan	IQAC Coordinator & HoD, Psychology	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues (due to online interaction of students)
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.



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Minutes of the Meeting [06-01-2020]

The meeting of the [Anti-ragging Committee] was held on [06-01-2020] at [012:00noon] in [Staff Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Dr. Shalini Iyer	Vice Principal, Degree College & HoD, Business Eco. & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator & HoD, Psychology	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues (due to online interaction of students)
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.



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Minutes of the Meeting [08-04-2020]

The meeting of the [Anti-ragging Committee] was held on [08-04-2020] at [01:15pm] in [A.V. Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	COURSE COORDINATOR
Dr. Shalini Iyer	Vice Principal Degree College & HoD, Business Eco & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator & HoD, Psychology	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed & Resolved (No. received, No. addressed, No. resolved);
- Item 2. Compilation of Action Taken Report;
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No anti-ragging grievances needed to be addressed or resolved (due to online interaction of students)
- Item 2. A Nil Action Taken Report was prepared for the year 2019-20.
- Item 3. Nil

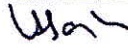


The meeting ended with a vote of thanks.



St. Mira's College for Girls, Pune
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Minutes of the Meeting [February 12, 2020]

The meeting of the Internal Complaints Committee was held on Feb 12, 2020 at 11 am in the Sociology Cubicle.

The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Associate Professor	
Dr. Rama Venkat	Associate Professor	
Dr. Arwah Madan	Associate Professor	

Agenda Items

- Item 1 – To organize a session on Sexual Harassment at Workplaces

Decisions

Dr. Arwah Madan suggested that a session on Sexual Harassment at Workplaces be held as it is important for our girl students. Dr. Venkat agreed and seconded the proposition

Dr. Vaishali Joshi suggested that she would invite Dr. Sneha Ghole, Faculty at the Women Studies Centre, SPPU, Pune to talk to the girls.

The session would be scheduled for the month of March, 2020.

- Item 1 – Resolved that a session on Prevention of Sexual Harassment at Workplaces and Redressal Mechanisms to be held.

The meeting ended with a vote of thanks.

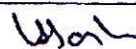
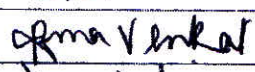

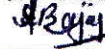
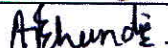



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Minutes of the Meeting 16-07-2019

The meeting of the Grievance Redressal Committee was held on 16-07-2019 at 2:00pm in Staff Room. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer	
Dr. Rama Venkat	Senior Faculty Member	
Dr. Arwah Madan	Senior Faculty Member	
Ms. Sulochana Bajaj	Rep. Administration Staff	
Ms. Anandamayee Chondhe	Rep. Administration Staff	

Agenda Items

- Item 1. Introduction of Committee members
- Item 2: Review of Grievance procedures as per UGC Mandate
- Item 3 Any other pertinent grievance related issue with the permission of the Chair.

Decisions

- Item 1: Members were introduced.
- Item 2: The grievance procedures were reviewed and it was decided that the procedures needed to be formalised as per UGC mandate and made available online. The same was to be communicated to the Principal
- Item 3: Nil

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

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Minutes of Meeting
Grievance Redressal Committee

Day & Date: Monday, 13-12-2020

Time: 10.40am - 11.10am

Venue: Staff Room

Members Present:

Dr. Vaishali Joshi *VJ*

Dr. Arwah Madan *AM*

Vice Principal

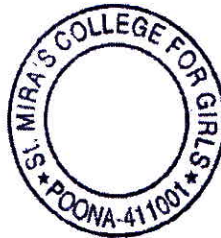
Dr, Shalini Iyer *Shalini Iyer*

Agenda:

- a. Discussion on action to be taken on the Misconduct complaint between the girls of Std 12 and UG student Simran Raheja dated 10.12.2019.

Resolutions:

- a. The members of the committee decided to sort the issue on counselling them on personal grounds. The students were called for the same.
- b. Students were asked to draft a written apology letters to resolve the issue of misbehaviour with each other, which they did immediately.



JR
Principal Incharge
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Minutes of the Meeting 04-01-2020

The meeting of the Grievance Redressal Committee was held on 04-01-2020 at 12:00pm in Staff Room. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer	Ushali
Dr. Rama Venkat	Senior Faculty Member	Rama Venkat
Dr. Arwah Madan	Senior Faculty Member	Arwah Madan
Ms. Sulochana Bajaj	Rep. Administration Staff	Sulochana Bajaj
Ms. Anandamayee Chondhe	Rep. Administration Staff	Anandamayee Chondhe

Agenda Items

- Item 1. Review of grievances received in the suggestions box
- Item 2. Any other pertinent grievance related issue with the permission of the Chair.

Decisions

1. Item 1. A meeting was held to discuss the informal grievances received on chits of paper, unsigned and undated, in the suggestion box. They were anonymous grievances but the committee decided to follow up with all. They are tabled as under

Grievance Type	Number
Infrastructure – Water Cooler	8
Infrastructure - Camera / CCTV	17
Infrastructure - Washrooms	1
Staff (Library/ Office/Faculty)	3
Total	29

The concerned infrastructure staff was contacted with respect to the working of water cooler, CCTV and the Washrooms. They were all confirmed to be in satisfactory working condition. Additionally, an AMC was in place for the maintenance both. The grievances against the staff were communicated to the concerned staff for due consideration.

Item 2. Nil

The meeting ended with a vote of thanks.



JF
Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Minutes of Meeting
Grievance Redressal Committee

Day & Date: Monday, 16-03-2020

Time: 10.40am - 11.10am

Venue: Staff Room

Members Present:

Dr. Vaishali Joshi *UJ*

Dr. Arwah Madan *AM*

Class Teacher

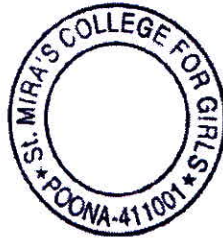
Asst. Prof. Jyoti Chintan

Agenda:

- a. Discussion on action to be taken on the Misconduct complaints dated 05.03.2020 raised by Sangeeta Panday and Bhavika Parmar, SYBCom students.

Resolutions:

- a. Students will be asked to draft a written complaint letter to the Caste discrimination committee.
- b. The members of the committee have decided to sort the issue on counselling them on personal grounds.
- c. If it doesn't get resolved, then we would request the class teacher to speak to the child and guide her.
- d. In case still the student is not convinced then the complaint will be put up again to the redressal committee and whatever decision is taken by the redressal committee would be final.



JK
Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of Meeting
Caste Discrimination Committee

Day & Date: Monday, 13-07-2020

Time: 10.40am - 11.10am

Venue: Zoom Platform

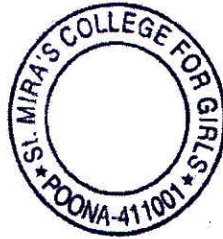
Members Present: Asst. Prof. Jyoti Chintan
Asst. Prof. Hasina Shaikh
Asst. Prof. Manjita Kulkarni

Agenda:

- a. Discussion on action to be taken if any complaints are raised by the students regarding caste discrimination.

Resolutions:

- a. Student will be asked to draft a written complaint letter to the Caste discrimination committee.
- b. The team members have decided to sort the issue on counselling them on personal grounds.
- c. If it doesn't get resolve then we would request the class teacher to speak to the child and guide her.
- d. In case still the student is not convinced then the complaint will be put up to the redressal committee and whatever decision is taken by the redressal committee would be final.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of Meeting
Caste Discrimination Committee

Day & Date: Thursday, 03-12-2020

Time: 10.40am - 11.10am

Venue: Zoom Platform

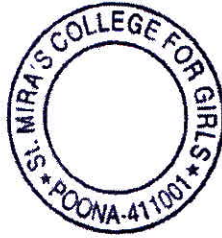
Members Present: Asst. Prof. Jyoti Chintan
Asst. Prof. Hasina Shaikh
Asst. Prof. Manjita Kulkarni

Agenda:

- a. Discussion on action to be taken if any complaints are raised by the students regarding caste discrimination.

Resolutions:

- a. Student will be asked to draft a written complaint letter to the Caste discrimination committee.
- b. The team members have decided to sort the issue on counselling them on personal grounds.
- c. If it doesn't get resolve then we would request the class teacher to speak to the child and guide her.
- d. In case still the student is not convinced then the complaint will be put up to the redressal committee and whatever decision is taken by the redressal committee would be final.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Action Taken Report
Caste Discrimination Committee

Day & Date: Friday, 05-02-2021

Members of the Committer:

Asst. Prof. Jyoti Chintan
Asst. Prof. Hasina Shaikh
Asst. Prof. Manjita Kulkarni

Action Taken Report:

- a. Student will be asked to draft a written complaint letter to the Caste discrimination committee.
- b. The team members have decided to sort the issue on counselling them on personal grounds.
- c. If it doesn't get resolved then we would request the class teacher to speak to the child and guide her.
- d. In case still the student is not convinced then the complaint will be put up to the redressal committee and whatever decision is taken by the redressal committee would be final.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting [04-07-2018]

The meeting of the [Anti-ragging Committee] was held on [04-07-2018] at [12:50pm] in [A.V. Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Dr. Shalini Iyer	Vice Principal, Degree College & HoD, Business Eco & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator & HoD, Psychology	<i>Jaya</i>

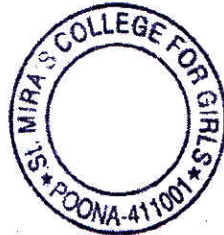
Agenda Items

- Item 1. Introduction of Committee members;
- Item 2 Action Plan regarding procedure to address anti-ragging issues;
- Item 3 Any other pertinent grievance issue with the permission of the Chair.

Decisions

- Item 1. Members were introduced.
- Item 2 Action Plan was prepared
- Item 3. Nil

The meeting ended with a vote of thanks.



St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting [06-10-2018]

The meeting of the [Anti-ragging Committee] was held on [06-10-2018] at [01:20pm] in [AV Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Dr. Shalini Iyer	Vice Principal, Degree College & HoD, Business Eco. & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator & HoD, Psychology	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues (due to online interaction of students)
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.



St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Minutes of the Meeting [02-01-2019]

The meeting of the [Anti-ragging Committee] was held on [02-01-2019] at [01:15pm] in [Staff Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Dr. Shalini Iyer	Vice Principal, Degree College & HoD, Business Eco. & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Vaishali Diwakar</i>
Dr. Jaya Rajagopalan	IQAC Coordinator & HoD, Psychology	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues (due to online interaction of students)
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.



JR
Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Minutes of the Meeting [05-04-2019]

The meeting of the [Anti-ragging Committee] was held on [05-04-2019] at [01:30pm] in [A.V. Room]. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Dr. Shalini Iyer	Vice Principal Degree College & HoD, Business Eco & Banking	<i>Shalini Iyer</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Vaishali</i>
Dr. Jaya Rajagopalan	IQAC Coordinator & HoD, Psychology	<i>Jaya</i>

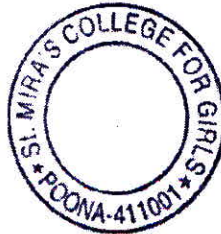
Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed & Resolved (No. received, No. addressed, No. resolved);
- Item 2. Compilation of Action Taken Report;
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No anti-ragging grievances needed to be addressed or resolved (due to online interaction of students)
- Item 2. A Nil Action Taken Report was prepared for the year.
- Item 3. Nil

The meeting ended with a vote of thanks.



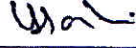
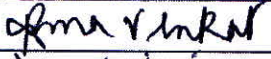

St. Mira's College for Girls, Pune

Autonomous (Affiliated to Savitribai Phule Pune University)

Minutes of the Meeting [Date]

The meeting of the Internal Complaints Committee was held on July 18, 2018 at 11 am in the Sociology Cubicle.

The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Associate Professor	
Dr. Rama Venkat	Associate Professor	
Dr. Arwah Madan	Associate Professor	

Agenda Items

- Item 1 – To discuss the Plan of Action for the AY 2018-2019
- Item 2 - To organize awareness programmes in relation to grievances

Decisions

- Item 1 – Resolved that the Internal Complaints Committee would organize sessions to make the student aware about the grievance mechanism

The meeting ended with a vote of thanks.


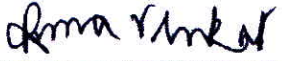




Principal Incharge
St. Mira's College for Girls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting (Date)

The meeting of the Internal Complaints Committee was held on Jan 28, 2019 at 11 am in the Sociology Cubicle.

The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Associate Professor	
Dr. Rama Venkat	Associate Professor	
Dr. Arwah Madan	Associate Professor	

Agenda Items

- Item 1 – To organize awareness programmes in relation to grievances

Decisions

Dr. Rama Venkat suggested that a session on Sexual Harassment at Workplaces should be organized for the benefit of the Students

Dr. Vaishali Joshi suggested that the Faculty from the Women Studies Centre, SPPU, Pune could be invited as resource person for the same. Dr. Arwah Madan seconded the proposition.

The session would be scheduled for the month of February, 2019.

- Item 1 – Resolved that a session would be conducted to make the students aware of what is Sexual Harassment, Sexual Harassment at Workplaces and Redressal Mechanisms

The meeting ended with a vote of thanks.

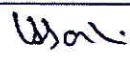
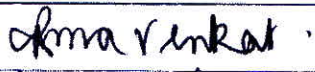

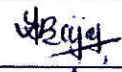
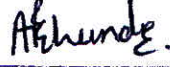



Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Minutes of the Meeting 12-07-2018

The meeting of the Grievance Redressal Committee was held on 12-07-2018 at 2:00pm in Staff Room. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer	
Dr. Rama Venkat	Senior Faculty Member	
Dr. Arwah Madan	Senior Faculty Member	
Ms. Sulochana Bajaj	Rep. Administration Staff	
Ms. Anandamayee Chondhe	Rep. Administration Staff	

Agenda Items

- Item 1. Introduction of Committee members
- Item 2 The formation of the ICC committee
- Item 3 Any other pertinent grievance related issue with the permission of the Chair.

Decisions

- Item 1: Members were introduced.
- Item 2: It was unanimously decided that the Grievance Redressal Committee would take on the role and function of the ICC committee from 2018-19 onwards
- Item 3: Nil

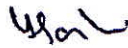
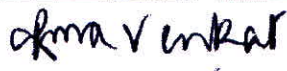

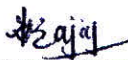
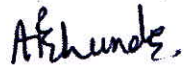
The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting 09-01-2019

The meeting of the Grievance Redressal Committee was held on 09-01-2019 at 12:00pm in Staff Room. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer	
Dr. Rama Venkat	Senior Faculty Member	
Dr. Arwah Madan	Senior Faculty Member	
Ms. Sulochana Bajaj	Rep. Administration Staff	
Ms. Anandamayee Chondhe	Rep. Administration Staff	

Agenda Items

- Item 1. Review of grievances received for Canteen services
- Item 2. Any other pertinent grievance related issue with the permission of the Chair.

Decisions

- Item 1. An anonymous grievance was received in the Grievance/ Suggestion box to improve Canteen services. A meeting was held with the Canteen contractor changes to cleaning schedule and menu were suggested and adopted.
- Item 2. Nil

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting [01-07-2017]

The meeting of the Anti-ragging Committee was held on 01-07-2017 at 1:00pm in A.V. Room. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Mrs. Madhuchchanda Banerjee	Vice Principal, Degree College & HoD, English	<i>MBanerjee</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	HoD, Psychology	<i>Jayab</i>

Agenda Items

- Item 1. Introduction of Committee members;
- Item 2 Action Plan regarding procedure to address anti-ragging issues;
- Item 3 Any other pertinent grievance related issue with the permission of the Chair.

Decisions

- Item 1. Members were introduced.
- Item 2 Action Plan was prepared.
- Item 3. Nil

The meeting ended with a vote of thanks.



St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting [03-10-2017]

The meeting of the Anti-ragging Committee was held on 03-10-2017 at 01:15pm in Staff Room. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Mrs. Madhu Banerjee	Vice Principal (Degree College) & HoD, English	<i>Madhu Banerjee</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Vaishali Diwakar</i>
Dr. Jaya Rajagopalan	HoD, Psychology	<i>Jaya Rajagopalan</i>

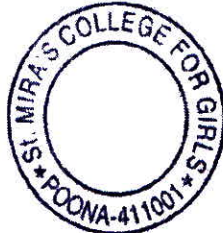
Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues
- Item 2. No grievance needed to be resolved.[kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting [04-01-2018]

The meeting of the Anti-ragging Committee was held on 04-01-2018 at 01:00pm in A.V. Room. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Mrs. Madhuchchanda Banerjee	Vice Principal, Degree College & HoD, English	<i>Banerjee</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	HoD, Psychology	<i>Jaya</i>

Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed (No. received & No. addressed);
- Item 2. Review of Anti-ragging Grievances Resolved (No. resolved);
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No grievances arose relating to anti-ragging issues
- Item 2. No grievance needed to be resolved. [kindly refer item 1 above]
- Item 3. Nil

The meeting ended with a vote of thanks.



St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting [02-04-2018]

The meeting of the Anti-ragging Committee was held on 02-04-2018 at 01:30 pm in A.V. Room. The following members were present-

Name	Designation	Signature
Mrs. Stella Ambrose	Coordinator, Self-financing Courses	Course Coordinator
Mrs. Madhuchchanda Banerjee	Vice-principal, Degree College & HoD, English	<i>Mangai</i>
Dr. Vaishali Diwakar	HoD, Sociology	<i>Diwakar</i>
Dr. Jaya Rajagopalan	Hod, Psychology	<i>Jaya</i>

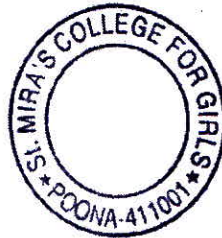
Agenda Items

- Item 1. Review of Anti-ragging Grievances Addressed & Resolved (No. received, No. addressed, No. resolved);
- Item 2. Compilation of Action Taken Report 2017-18;
- Item 3. Any other pertinent grievance with the permission of the Chair.

Decisions

- Item 1. No anti-ragging grievances needed to be addressed or resolved.
- Item 2. A Nil Action Taken Report was prepared for the year 2017-18.
- Item 3. Nil

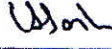
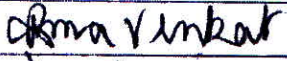

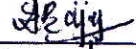

The meeting ended with a vote of thanks.



St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Minutes of the Meeting 05-07-2017

The meeting of the Grievance Rederessal Committee was held on 05-07-2017 at 12:00pm in Staff. Room. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer	
Dr. Rama Venkat	Senior Faculty Member	
Dr. Arwah Madan	Senior Faculty Member	
Ms. Sulochana Bajaj	Rep. Administration Staff	
Ms. Anandamayee Chondhe	Rep. Administration Staff	

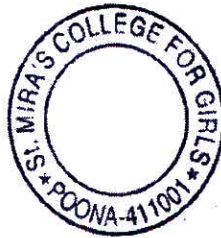
Agenda Items

- Item 1. Introduction of Committee members;
- Item 2 Review of grievances if any in the previous academic year 2016-17 and action plan for current academic year
- Item 3 Any other pertinent grievance related issue with the permission of the Chair.

Decisions

- Item 1. Members were introduced.
- Item 2 No grievances were received. It was decided to continue with the open house policy and the suggestion box to address all students' issues.
- Item 3. Nil

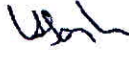



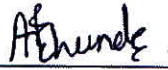
The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Meeting 06-01-2018

The meeting of the Grievance Redressal Committee was held on 06-01-2018 at 12:00pm in Staff. Room. The following members were present-

Name	Designation	Signature
Dr. Vaishali Joshi	Presiding Officer	
Dr. Rama Venkat	Senior Faculty Member	
Dr. Arwah Madan	Senior Faculty Member	
Ms. Sulochana Bajaj	Rep. Administration Staff	
Ms. Anandamayee Chondhe	Rep. Administration Staff	

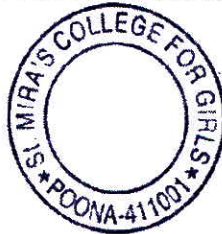
Agenda Items

- Item 1. Redress of Grievance received
- Item 2 Any other pertinent grievance related issue with the permission of the Chair.

Decisions

- Item 1. A suggestion was received suggestion box requesting an increase in the number of additional credit courses to be run. It was noted that by default the college has increased the number of courses through the academic year. 15 credit courses has been run in 17-18.
- Item 2. Nil

The meeting ended with a vote of thanks.




Principal Incharge
St. Mira's College for Gfrls

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

Sanctuary/Mulya Pravaha Committee

Minutes of the meeting (2021-22)

Date – 19th March, 2022 in 2nd Floor Library at 1.00 p.m.

Agenda – 1. To finalize the Sanctuary course content

Details -

Resource material of all four units was discussed.

It was decided that videos of sessions conducted under Sanctuary will be uploaded as additional reference material.

It was also agreed that unit wise question bank will be prepared and shared with students. The date for completing the question bank was agreed as 20th April 2022.

Members present for the meeting –

- | | | |
|----------------------------|--------------|----------------|
| 6. Dr. Vaishali Joshi | Co-ordinator | <i>WJoshi</i> |
| 7. Dr. Meenakshi Wagh | Member | <i>MSWagh</i> |
| 8. Mrs. Veena Kenchi | Member | <i>VKenchi</i> |
| 9. Dr. Manisha Pimpalkhare | Member | |
| 10. Mrs. Alka Kalhapure | Member | <i>Alka</i> |

Ms. Abhradita Naheri Member - *AN*



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Sanctuary/Mulya Pravaha Committee

Minutes of the meeting (2021-22)

Date - 2nd February, 2022 at 1.00 p.m. in 2nd Floor Library

Agenda – To update the syllabus of Sanctuary with a view to float it as a non-CGPA course

Details - The syllabus was reviewed. Practise based activities and assignments were discussed.

Following changes and additions were unanimously finalized.

- It was decided to add in concrete terms sub-points on Life and teachings of Sadhu T. L. Vaswani and Life and teachings of Dada J.P. Vaswani in Unit 1
- Following activities were added -
 1. Completion of any one of the following assignments (25 marks)

Unit 1 – Visit to Darshan Museum and report writing

Unit 1 – Audio-visual presentation – students will make a video presentation depicting any one of the values mentioned in Unit 1

Unit 2 – Review writing based on documentaries on Human Rights/Environmental issues

Unit 3 – Poster making – students will make posters on the lives of Saints or on the theme of Reverence for all life

Unit 4 – Completion of a workshop involving practical exercises on various life skills mentioned in unit 4

2. Passing in the online MCQ examination (25 marks)

It was also decided that help from Library would be taken to update references to be put on the Moodle.

Members present for the meeting -

- | | |
|----------------------------|-------------------------|
| 1. Dr. Vaishali Joshi | Co-ordinator <i>Ush</i> |
| 2. Dr. Meenakshi Wagh | Member <i>mswagh</i> |
| 3. Mrs. Veena Kenchi | Member <i>Veena</i> |
| 4. Dr. Manisha Pimpalkhare | Member |
| 5. Mrs. Alka Kalhapure | Member <i>Alka</i> |



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Sanctuary/Mulya Pravaha Committee

Minutes of the meeting (2021-22)

Date - 29th October 2021 at 1.45p.m. on zoom platform

Agenda-To shortlist Meatless Day videos

Details-

Dr. Vaishali Joshi reviewed the preparation of the special sanctuary program in connection with International Meatless Day.

The committee looked at all videos received as part of the Video competition in connection with the Meatless Day. Three videos were shortlisted. Dr. Joshi communicated that the shortlisted videos will be shared with Dr. Jaya Rajagopalan and her final consent for the first three merit videos will be taken.

Basic matter for the certificates was discussed. Ms. Alka Kalhanpure said that she would take the responsibility of making the e-certificates.

Members present for the meeting -

Dr. Vaishali Joshi	Co-ordinator	<i>V Joshi</i>
Ms. Veena Kenchi	Member	<i>Veena</i>
Ms. Alka Kalhanpure	Member	<i>Alka</i>



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Sanctuary/Mulya Pravaha Committee

Minutes of the meeting (2021-22)

Date - 25th June 2021 at 11.00 a.m. in Room No. 110

Agenda - Discussion about Action Plan for the new academic year 2021-2022

Details -

- MOODLE course to be created for Sanctuary- for sharing of syllabus, videos and audios with the student.
- Plan for a short audio/video talk -by all teachers to be created- on the topics from the syllabus.
- Planning of Public events for the year-
 - 1. July- for the students of TY- stress-free living and individual well-being
 - 2. November- Vegan Revolution
 - 3. January- Youth Day.
- Discussion about joint activities with other college committees like the Cultural Committee and the Student Council.

Members present for the meeting –

- | | |
|-----------------------|--------------|
| 1. Dr. Vaishali Joshi | Co-ordinator |
| 2. Ms. Veena Kenchi | Member |

V Joshi
Veena



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Sanctuary/Mulya Pravaha Committee

Minutes of the meeting (2020-21)

Date - 7.07.2020

Zoom platform

1.00p.m.

Agenda - Planning of Sanctuary activities

Details -

Dr. Vaishali Joshi welcomed the members.

She presented the tentative plan of activities and it was unanimously finalized.

It was decided that since this year the programs like special sanctuary in memory of Dada J.P. Vaswani would be organized on online platforms, trials of various platforms should be done earlier and technical support should be asked for.

It was also decided that the committee should inform faculty to incorporate content on Ethics in their respective syllabi.

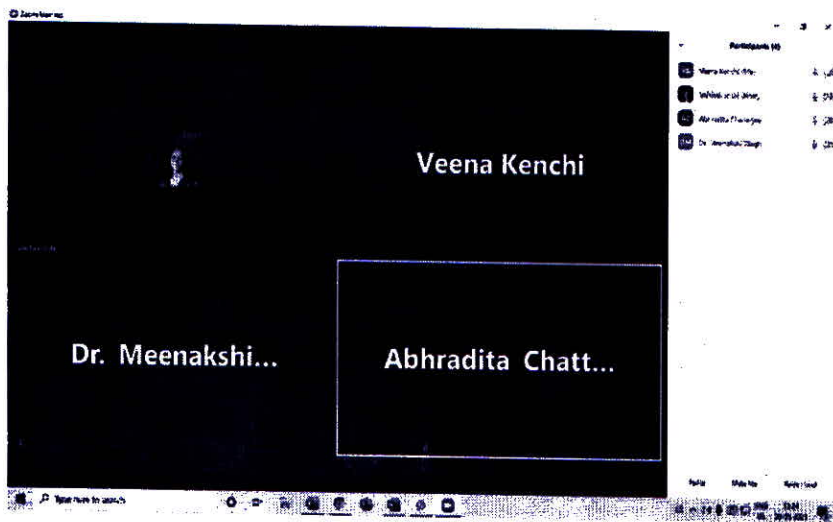
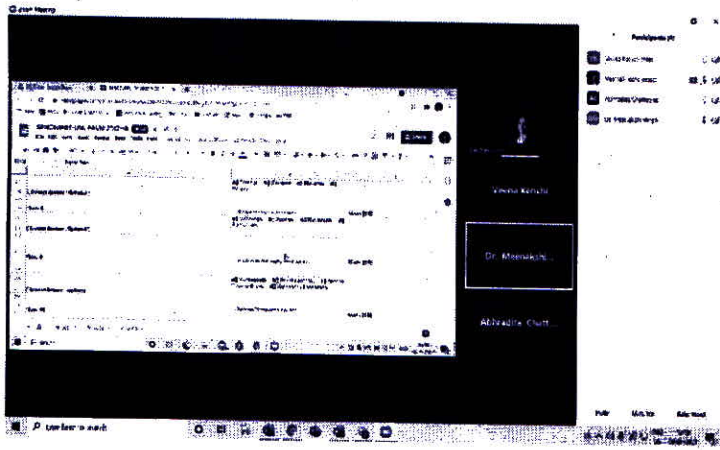
Members present for the meeting-

Dr. Vaishali Joshi	Co-ordinator	<i>Woshi</i>
Dr. Veena Kenchi	Member	<i>Veena</i>
Dr. Meenakshi Wagh	Member	<i>MSWagh</i>
Ms. Abhradita Nhavi	Member	<i>dn</i>

Woshi
Co-ordinator
Sanctuary Committee



G. H. Gidwani
Principal
St. Mira's College for Girls



Ushli
Co-ordinator
Sanctioning Committee



G. H. Gidwani
Principal
St. Mira's College for Girls

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Sanctuary/Mulya Pravaha Committee

Minutes of the meeting (2020-21)

Meeting- 8th May 2021

Zoom Platform

Minutes of the Meeting

- Sanctuary Exam to be conducted with regular exam- for TY student 2020-2021
- 2 English and 2 Marathi papers to be set
- Setting of question papers-
 - English Medium Papers - Abhradita, Meenakshi and Alka
 - Marathi Medium Papers - Vaishali Joshi and Veena
 - 40 questions - 2 marks each to be set.
 - Students have to solve- 25 questions.
- Question papers to be set and submitted to Dr. Vaishali Joshi by Tuesday, 1st June 2021

Members present for the meeting-

Dr. Vaishali Joshi	Co-ordinator	<i>WJ</i>
Dr. Veena Kenchi	Member	<i>Veena</i>
Dr. Meenakshi Wagh	Member	<i>MSWagh</i>
Ms. Abhradita Nhavi	Member	<i>AN</i>

WJ
Co-ordinator
Sanctuary Committee



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Principal
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Sanctuary Committee
Minutes of the meeting (2019-20)

The Sanctuary Committee meeting was held on 17th June 2019 at 9.00 a.m. in the staff room

Agenda –

1. To prepare Sanctuary schedule

Details –


The Sanctuary schedule for the term was prepared as per calendar.

Dr. Vaishali Joshi requested Mrs. Shanti Fernandes to note down the summary of Dr. Shanti's Talks in Sanctuary register.


The Committee also discussed the issue of gaps in Sanctuary register and decided to communicate to faculty to enter the summary of their presentations immediately in the register.

Dr. Vaishali Joshi proposed that faculty presentations in sanctuary is a good platform to share details of outreach programs and encouraging students to participate in outreach activities. The Committee unanimously agreed on this since sanctuary course aims at inculcating in students values like service and selflessness

Members present –

Dr. Vaishali Joshi (Co-ordinator) 

Mrs. Shanti Fernandes (Member) 

Mrs. Alka Kalhanpure (Member) 




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Sanctuary Committee

Minutes of the meeting (2019-20)

The Sanctuary Committee meeting was held on 1st July 2019 in the staff room at 9.00 a.m.

Agenda –


1. To discuss the schedule of Anjali Week


Details –


Dr. Vaishali Joshi communicated that special sanctuary will be organized in the Sadhu Vaswani Mission on 11th July 2019 in memory of beloved Dada J.P. Vaswani. The committee decided to identify students who could present their tributes in this program.

The committee also discussed tentative schedule of the Anjali week.

Members present –

Dr. Vaishali Joshi (Co-ordinator) 

Mrs. Shanti Fernandes (Member) 

Mrs. Alka Kalhanpure (Member) 




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Sanctuary Committee

Minutes of the meeting (2019-20)

The Sanctuary Committee meeting was held on 22nd November 2019 in the staff room at 9.00 a.m.

Agenda –

1. To plan sanctuary schedule
2. To discuss special programs and activities

Details –

Sanctuary schedule for the term was prepared.

Dr. Joshi communicated the schedule of Mission programs. Special activities to be conducted in the semester were discussed.

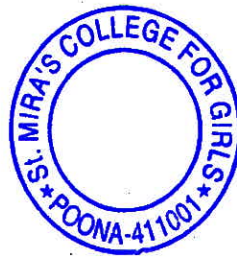
Mrs. Fernandes informed that Student Council is planning to organize Helpers' Day to acknowledge work of sevaks and sevikas. The committee agreed to provide all support for this program.

Members present –

Dr. Vaishali Joshi (Co-ordinator) *Wail*

Mrs. Shanti Fernandes (Member) *Shantlee*

Mrs. Alka Kalhanpure (Member) *Alka*



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Sanctuary Committee

Minutes of the meeting (2018-19)

The Sanctuary Committee meeting was held on 15th June 2018 at 11.00 a.m. in the staff room

Agenda –

1. To prepare Sanctuary schedule
2. To discuss special activities

Details –

Sanctuary schedule as per calendar was prepared. List of holidays and special days was referred to while making this schedule.

Mrs. Shanti Fernandes suggested that the faculty should be requested to communicate in time if they have any difficulty in speaking in the sanctuary on the given date. Changing the schedule last minute is otherwise very difficult.

It was decided that some special program in the Sanctuary could be organized in connection with Dada's 100th Birthday. It was decided that help from Library could be taken for this.

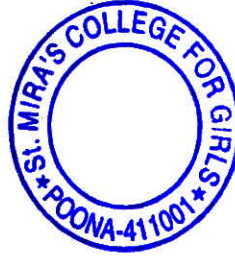
Members present –

Dr. Vaishali Joshi

Vaishali

Mrs. Shanti Fernandes

Shantlee



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Sanctuary Committee

Minutes of the meeting (2018-19)

The Sanctuary Committee meeting was held on 16th July 2018 in the staff room at 9.00 a.m. in the Staff Room.

Agenda –

1. To plan special sanctuary program


Details –

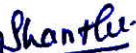
Dr. Vaishali shared with the members that a special sanctuary program has to be organized in sacred memory of Dada J.P. Vaswani on 25th July, 2018.


She communicated that the committee has to find out and finalize list of speakers who would pay their tribute to beloved Dada. She also suggested that students and non-teaching staff should also be involved in the program.

It was decided that the tentative schedule should be finalized after Principal Mam's approval.

Members present –

Dr. Vaishali Joshi (Co-ordinator) 

Mrs. Shanti Fernandes (Member) 

Mrs. Alka Kalhanpure (Member) 




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Sanctuary Committee

Minutes of the meeting (2018-19)

The Sanctuary Committee meeting was held on 17th November 2018 in the staff room at 9.00 a.m.

Agenda –

1. To plan sanctuary schedule
2. To discuss special programs and activities

Details –

Sanctuary schedule for the term was prepared.

Dr. Joshi informed that special sanctuary would be conducted in the Sadhu Vaswani Mission on 21st November. She requested committee members to ensure that students participate in full strength in the special programs.

The committee agreed that short videos promoting vegetarianism could be screened in the sanctuary in connection with the Meatless Day.

Mrs. Shanti Fernandese proposed that sessions like All Religious prayers could be organized often to promote a sense of tolerance.

Dr. Joshi suggested that the staff should be requested to give prior intimation well in advance if they are inviting any special guest to speak in the sanctuary.

Members present –

Dr. Vaishali Joshi (Co-ordinator)

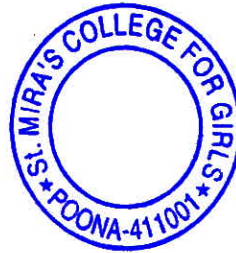
V Joshi

Mrs. Shanti Fernandese (Member)

Shantle

Mrs. Alka Kalhanpure (Member)

Alka



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Sanctuary Committee

Minutes of the meeting (2017-18)

The Sanctuary Committee meeting was held on 15th June 2017 at 11.00 a.m. in the staff room

Agenda –

1. To prepare Sanctuary schedule
2. To discuss special activities

Details –

Sanctuary schedule as per calendar was prepared. List of holidays and special days was referred to while making this schedule.

Dr. Vaishali Joshi stated that the new sanctuary credit course syllabus should be shared with the staff so that the faculty can speak in the Sanctuary on topics related to the syllabus.

The committee discussed talks to be arranged on special days such as National Youth Day.

Members present –

Dr. Vaishali Joshi (Co-ordinator)



Mrs. Shanti Fernandes (Member)



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Sanctuary Committee

Minutes of the meeting (2017-18)

The Sanctuary Committee meeting was held on 11th July 2017 in the staff room at 9.00 a.m.

Agenda –

1. To discuss the schedule of Anjali Week

Details –

The Committee discussed tentative schedule of the Anjali week.

It was decided that the schedule will be announced in the Sanctuary after Principal Mam's approval. It was also decided that English Declamation could be organized on two days since the number of participants is large. This would save the spill over in Sanctuary time and lectures can be started on time.

Members present –

Dr. Vaishali Joshi (Co-ordinator)

V Joshi

Mrs. Shanti Fernandes (Member)

Shanti



Jk

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Sanctuary Committee

Minutes of the meeting (2017-18)

The Sanctuary Committee meeting was held on 20th November 2017 in the staff room at 9.00 a.m.

Agenda –

1. To plan sanctuary schedule
2. To discuss special programs and activities

Details –

Sanctuary schedule for the term was prepared.

Dr. Joshi communicated the schedule of Mission programs. Special activities to be conducted in the semester were discussed.

Mrs. Fernandes informed that she would encourage Student Council members to take greater role in organizing special programs like Christmas celebration.

Members present –

Dr. Vaishali Joshi (Co-ordinator)

Vaishali

Mrs. Shanti Fernandes (Member)

Shanti



[Signature]
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Sanctuary Committee

Minutes of the meeting (2017-18)

The Sanctuary Committee meeting was held on 8th March 2018 in the staff room at 11.00 a.m.

Agenda –


1. To discuss the Sanctuary examination paper.

Details –

The Committee discussed Sanctuary examination pattern.

Dr. Joshi communicated that the pattern should be based on the credit course pattern. Students should be informed in advance about the pattern of combination of online examination and written paper at the end of the semester.

Members present –

Dr. Vaishali Joshi (Co-ordinator) 

Mrs. Shanti Fernandes (Member) 




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Item No 2: To finalize the list of students as Green Club representatives for different activities.

It was decided that all green club teachers will finalize some students from their respective classes to conduct green club activities.

Item No 3: To check the progress of Green Waste Management Project.

The Green Waste Management Project was running successfully in collaboration with an organization named '*Green Thumb*' headed by Mr Firdosh Poowalla. The supervision of this project is to be done by the Department of BBA and the Green Club.

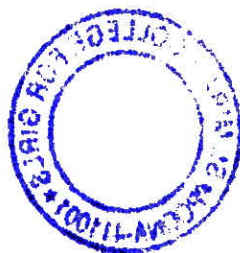
Item No 4: To organize a guest lecture on a Green issue.

It was decided that **Guest Lecture on "Positive Thinking and Cleanliness in Pune City"** To be organized in the first week of September 2017. The speaker will be Mr. Minocher Patel, Motivational Speaker, Corporate Trainer and author of the national best seller, "Ordinary to Extraordinary".

The meeting concluded with a vote of thanks.




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Round Seal

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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Agenda of meeting to be held on 10th August 2017

A Green Club committee meeting will be held on Thursday 10th August 2017 in the staff room at 12 p.m.

The agenda of the meeting is:

Item No 1: Finalize a date for Eco-friendly Ganpati Idol-making Activity.

Item No 2: To finalize the list of students as Green Club representatives for different activities.

Item No 3: To check the progress of Green Waste Management Project.

Item No 4: To organize a guest lecture on a Green issue.

Minutes of the Meeting of the Green Club on 10th August 2017

The meeting was held on Thursday 10th August 2017 in the staff room at St Mira's College for Girls. The following members were present:

1. Dr. Shalinilyer- Dept. of Business Economics and Banking *Shalinilyer*
2. Mrs. Jyoti Chintan- Dept. of Commerce *Jyoti*
3. Ms. Rajni Singh- Dept. of Commerce *Rajni Singh*
4. Ms. Deepanjali Mazumdar- Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal- Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare- Dept. of English
7. Ms. Roma Dar- Dept. of English

Item No 1: Finalize a date for Eco-friendly Ganpati Idol-making Activity.

It was finalized that Ganpati idol will be made using wet paper and 'shaadumatti' (river bed clay) mixed with some organic resin. The activity is to be organized between 15th August to 24th August.

It was also decided to immerse our 'Bappa' in a bucket of clean water and put that water into the plants in our campus



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- Take steps towards environment conservation, which will have a cascading effect in the neighbourhood.

Item No 3: Draft an outline of the activities to be conducted across the two semesters of this academic year.

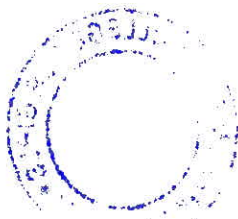
The activities decided for this academic year are as follows

1. Eco-friendly Ganpati Idol-making
2. Guest Lecture on "Positive Thinking and Cleanliness in Pune City"
3. In-house Workshop on Newspaper Bag-making
4. Garden Waste Management
5. Green Club Sale
6. Sanitary Napkin Donation Campaign- 'Kaho Na Pad Hai'

The meeting concluded with a vote of thanks.




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Agenda of meeting to be held on 29th June 2017

The FIRST Green Club committee meeting will be held on Thursday 29th June in the Staff room 12 p.m.

The agenda of the meeting is:

Item No 1: First meeting of the Green Club to introduce the faculty members involved in the Green Club team.

Item No 2: To decide the objectives of the Green Club.

Item No 3: Draft an outline of the activities to be conducted across the two semesters of this academic year

Minutes of the Meeting of the Green Club on 29th June 2017

The meeting was held on Thursday 29th June in the Staff room 12 p.m. at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer - Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan - Dept. of Commerce *Jyoti Chintan*
3. Ms Rajni Singh - Dept. of Commerce *Rajni Singh*
4. Ms Deepanjali Mazumdar - Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal - Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare - Dept. of English
7. Ms. Roma Dar - Dept. of English

Item No 1: First meeting of the Green Club to welcome the faculty members involved in the Green Club team.

The coordinator of Green Club Dr. Mrs. Shalini Iyer welcomed all the Green Club members to each other and welcomed all members.

Item No 2: To decide the objectives of the Green Club.

The following Objectives of the Green Club was finalised:

- To sensitize the students about the 3Rs - 'Reduce, Re-use and Re-cycle' by employing a two-pronged approach of advocacy and engagement.



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Item No 2: To finalize the products to be included for Jumble Sale.

The following items were decided to be included in Jumble Sale:

- pre-owned apparel
- pre-owned costume jewellery
- greeting cards and candles (made out of recycled material)
- vermi-compost manure harvested on campus

The announcement of Jumble sale to be made in sanctuary to collect pre owned clothes, jewelry etc.

Item No 3: To organize workshop on Newspaper Bag making.

A newspaper bag-making workshop was to be conducted on 7th December, 2017 to sensitize students about 'learning-by-doing'. The bags made by students will be used for sale of manure.

Item No 4: To organize workshop on Greeting Card-Making and Candle-making.

Students will be encourages to make Greeting Cards and decorative Candles by recycling old cards, used decoration items and used wax candles to instill in the students the idea of creating 'wealth- out-of-waste'.

The meeting concluded with a vote of thanks.



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Agenda of meeting to be held on 28th November 2017

A Green Club committee meeting will be held on Tuesday 28th November 2017 in the staffroom at 12 p.m.

The agenda of the meeting is:

Item No 1: To plan activities for this semester.

Item No 2: To finalize the products to be included for Jumble Sale.

Item No 3: To organize workshop on Newspaper Bag making.

Item No 4: To organize workshop on Greeting Card-Making and Candle-making.

Minutes of the Meeting of the Green Club on 28th November 2017

The meeting was held on Tuesday 28th November 2017 in the staffroom at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan- Dept. of Commerce *Jyoti Chintan*
3. Ms. Rajni Singh- Dept. of Commerce *Rajni Singh*
4. Ms. Deepanjali Mazumdar- Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal- Dept. of BBA (CA) *DA*
6. Ms. Komal Tujare- Dept. of English
7. Ms. Roma Dar- Dept. of English

Item No 1: To plan activities for this semester.

The activities decided for this academic year are as follows

1. In-house Workshop on Newspaper Bag-making
2. Greeting Card-Making and Candle-making
3. Garden Waste Management
4. Green Club Sale
5. Sanitary Napkin Donation Campaign- 'Kaho Na Pad Hai'



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Agenda of meeting to be held on 10th January 2018

A Green Club committee meeting will be held on Tuesday 10th January 2018 in the staffroom at 12 p.m.

The agenda of the meeting is:

Item No 1: To finalize the date for Sanitary Napkin Donation Campaign- 'Kaho Na Pad Hai'.

Minutes of the Meeting of the Green Club on 10th January 2018

The meeting was held on Tuesday 10th January 2018 in the staffroom at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan- Dept. of Commerce *Jyoti Chintan*
3. Ms. Rajni Singh- Dept. of Commerce *Rajni Singh*
4. Ms. Deepanjali Mazumdar- Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal- Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare- Dept. of English
7. Ms. Roma Dar- Dept. of English

Item No 1: To finalize the date for Sanitary Napkin Donation Campaign- 'Kaho Na Pad Hai'.

It was decided that The Green Club, St. Mira's College will collaborate with 95 Big FM and Mumbai based NGO- 'Upasana' for the campaign 'KAHO NA PAD HAI'. MJ Jyonita Deshmukh and Show Producer Sanika Mutalik of 95 Big FM will be invited for the same. This drive of the sanitary napkin pad collection drive will be on 24th Jan, 2018 for tribal and other deprived women from slums in the Vasai region in Maharashtra. and further to break the stigma attached to discussions on sanitary napkins.

The meeting concluded with a vote of thanks.



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Principal Incharge
St. Mira's College for Girls

Item No 2:Decide if we can collect a registration fee from the students to give them badges

It was decided that a registration fee of Rs. 10/- will be collected from all members. 30 members will be chosen as members of the club for the year. The members with maximum contribution in the club will be considered for awards for the Annual Prize Day.

Item No 3:Draft an outline of the activities to be conducted across the two semesters of this academic year.

The activities decided for this academic year are as follows

1. Bag making by Ms. JyotiChintan
2. Ganpati-idol making – with media coverage
3. Partnership with Adar Poonawala for cleanliness in college
4. Green Marathon
5. Sale of Manure
6. Jumble sale

The meeting concluded with a vote of thanks.



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Principal Incharge
St. Mira's College for Girls

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Agenda of meeting to be held on 26th June 2018

A Green Club committee meeting will be held on Tuesday 26th June in the vice-principal's office at 10:45 a.m.

The agenda of the meeting is:

Item No 1: Fix a date to organise an orientation programme for new Green Club members.

Item No 2: Decide if we can collect a registration fee from the students to give them badges

Item No 3: Draft an outline of the activities to be conducted across the two semesters of this academic year

Minutes of the Meeting of the Green Club on 26th June 2018

The meeting was held on Tuesday 26th June 2018 in the Vice-Principal's office at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan- Dept. of Commerce *Jyoti Chintan*
3. Ms Rajni Singh- Dept. of Commerce *Rajni Singh*
4. Ms Deepanjali Mazumdar- Dept. of Accountancy & BBA *Deepanjali Mazumdar*
5. Ms. Deepali Agarwal- Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare- Dept. of English
7. Ms. Roma Dar- Dept. of English

Item No 1: Fix a date to organise an orientation programme for new Green Club members.

It was decided that the Orientation programme will be organised on the 3rd of July 2018 which would give the members a week's time to prepare a power point presentation. The new students will be told about the previous year's activities which would inspire them into action for this new year. Sae (SYBCom) and Bhagyashree (TYBA) will be responsible for making the Green Club badges.



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St. Mira's College for Girls

Item No 2:Request Adar Poonawala for a glutton machine and dustbins for efficient waste disposal.

It was decided that the Adar Poonawala group will be approached by Dr. ShaliniIyer, requesting them to assist the college in efficient waste management by providing wet/dry waste bins on the college campus and a regular cleanup by a glutton machine.

Item No 3:Organise a guest lecture on efficient waste management.

It was decided that Ms. Rajni Singh would approach Mr. SiddharthNaik to conduct a guest lecture for the college students as per his convenience.

The meeting concluded with a vote of thanks.




Principal Incharge
St. Mira's College for Girls



ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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Agenda of meeting to be held on 27th August 2018

A Green Club committee meeting will be held on Monday 27th August 2018 in the staffroom at 10:45am.

The agenda of the meeting is:

Item No 1: Fix a date to conduct eco-friendly ganpati idol-making workshop

Item No 2: Request Adar Poonawala for a glutton machine and dustbins for efficient waste disposal.

Item No 3: Organise a guest lecture on efficient waste management

Minutes of the Meeting of the Green Club on 27th August 2018

The meeting was held on Monday 27th August 2018 in the staffroom at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan- Dept. of Commerce *Jyoti Chintan*
3. Ms. Rajni Singh- Dept. of Commerce *Rajni Singh*
4. Ms. Deepanjali Mazumdar- Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal- Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare- Dept. of English
7. Ms. Roma Dar- Dept. of English

Item No 1: Fix a date to conduct eco-friendly ganpati idol-making workshop

It was decided that the ganpati idol making workshop will be conducted starting from the 1st of September which would allow the girls to work over a week on making and painting the idol. Shivani, Sumedha and Suman will be approached by the commerce teachers to lead the workshop.



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St. Mira's College for Girls

St. Mira's College for Girls, Pune
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Agenda of the meeting

A Green Club committee meeting was held on 21st August 2021 in Room No 108 at 12:30 pm.

The agenda of the meeting is:

Item No 1: Discussion on the activities lined up for the year ✓

Item No 2: All faculty members to upload DVVs for AQAR

Item No 3: Decision on Eco-friendly Ganpati

Item No 4: Decision on work allocation for documentation for SSR

Minutes of the Meeting of the Green Club on 21st August 2021

The meeting was held on 21st August 2021 in the staff cubicle at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan-Dept. of Commerce *Jyoti Chintan*
3. Ms Rajni Singh-Dept. of Commerce *Rajni Singh*
4. Ms Deepanjali Mazumdar-Dept. of Accountancy & BBA *Deepanjali Mazumdar*
5. Ms. Deepali Agarwal-Dept. of BBA(CA)
6. Ms. Komal Tujare-Dept. of English *Komal Tujare*

Resolution

1. All faculty members of Green Club updated about the status of the activities to be conducted by them
 - Panel Discussion on Eliminating Waste- Ms. Rajni Singh and Ms. Jyoti Chintan
 - Session on Sustainable Fashion - Ms. Deepali Agrawal
 - Poster Competition – Ms. Deepali Agrawal and Ms. Deepanjali Mazumdar
 - Recycled Items Exhibition- Ms. Rajni Singh and Ms. Deepali Agrawal



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- Sustainable Garden- Ms. Jyoti Chintan
 - Screening Green- Ms. Komal Tujare
2. All faculty members were requested again to complete uploading DVVs of their activities for SSR 2017-2021 on the google drive
 3. It was decided that Ganpati Celebration would be handled by cultural committee solely this year

Asst. Prof. Rajni Singh
Green Club Coordinator




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St. Mira's College for Girls, Pune
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Agenda of the meeting

A Green Club committee meeting was held on 22nd June 2021 in the staff cubicle at 12:30 pm.

The agenda of the meeting is:

Item No 1: All faculty members to fill up details regarding activities they want to conduct for the year

Item No 2: All faculty members to upload DVVs for AQAR

Item No 3: Student Panel Discussion

Item No 4: Green Club presentation at Student Induction Programme

Minutes of the Meeting of the Green Club on 22nd June 2022

The meeting was held on 22nd June 2021 in the staff cubicle at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan-Dept. of Commerce *Jyoti Chintan*
3. Ms Rajni Singh-Dept. of Commerce *Rajni Singh*
4. Ms Deepanjali Mazumdar-Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal-Dept. of BBA(CA)
6. Ms. Komal Tujare-Dept. of English *Komal Tujare*

Resolution

1. All faculty members of Green Club agreed to identify the activities and report the details by 26th June 2021
2. All faculty members to upload DVVs of their activities for AQAR 2020-21 on the google drive



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3. Duty allocation and identification of student panelists was done for Panel Discussion on Eliminating Waste scheduled for 25th June 2021.
4. Green Club presentation at Student Induction Programme was discussed. Powerpoint for the same to be handled by Asst. Prof. Rajni Singh and Presentation to be made by Asst. Prof Jyoti Chintan

Rajni Singh

Asst. Prof. Rajni Singh

Green Club Coordinator



JB

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St. Mira's College for Girls**

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Agenda of meeting to be held on 20th Nov 2020

A Green Club committee meeting will be held on Tuesday 20th Nov on Zoom Platform at 12 pm.

The agenda of the meeting is:

Item No 1: Finalise the event date for Mask Making.

Item No 2: Finalise the event date for Workshop on Paper Bag making activity.

Item No 3: Finalise the event date for showing videos on "Soil and Water Conservation".

Minutes of the Meeting of the Green Club on 20th Nov 2020

The meeting was held on Tuesday 20th Nov 2020 on Zoom Platform at 12 pm. The following members were present:

1. Dr. Shalini Iyer (Green Club Advisor) - Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan - Dept. of Commerce *Jyoti Chintan*
3. Ms. Rajni Singh - Dept. of Commerce *Rajni Singh*
4. Ms. Deepanjali Mazumdar - Dept. of Accountancy & BBA *Deepanjali Mazumdar*
5. Ms. Deepali Agarwal - Dept. of BBA (CA) *Deepali Agarwal*
6. Ms. Komal Tujare - Dept. of English

Item No 1: Finalise the event date for Mask Making.

It was decided that "Mask Making" activity will be organised on 21st Dec 2020 on Zoom platform. The students will be taught to make masks with waste cloth.

Item No 2: Finalise the event date for Workshop on Paper Bag Making activity.

It was decided that a virtual workshop on Paper Bag Making will be conducted for FYBA students on 11th Feb 2021.

Item No 3: Finalise the event date for showing videos on "Soil and Water Conservation".

It was decided that BA and BCom students will be shown videos on "Soil and Water Conservation". The session will give an insight into the steps for Soil and Water conservation which we as individuals can implement.

The meeting concluded with a vote of thanks.



Jh
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St. Mira's College For Girls, Pune
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Agenda of meeting to be held on 27th July 2020

A Green Club committee meeting will be held on Tuesday 27th July on Zoom Platform at 12 pm.

The agenda of the meeting is:

Item No 1: Finalise the event date for #RebootingMother Earth.

Item No 2: Finalise the green representatives for eco-friendly Ganpati Idol making - My Green Bappa 2020.

Minutes of the Meeting of the Green Club on 27th July 2020

The meeting was held on Tuesday 27th July 2020 on Zoom Platform at 12 pm. The following members were present:

1. Dr. Shalini Iyer (Green Club Advisor) - Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan-Dept. of Commerce *J Chintan*
3. Dr. Mrs. Manisha Pimpalkhare - Dept. of Business Economics
4. Ms Rajni Singh-Dept. of Commerce *Rajni Singh*
5. Ms Deepanjali Mazumdar-Dept. of Accountancy & BBA *Deepanjali*
6. Ms. Deepali Agarwal-Dept. of BBA(CA) *DA*
7. Ms. Komal Tujare-Dept. of English

Item No 1: Finalise the event date for #RebootingMother Earth.

It was decided that a Webinar on #RebootingMother Earth will be organised on Saturday, 27th June 2020. The speaker for the webinar will be Mr. Siddharth Naik, who is a consultant on solid wastemanagement and Mr. Niranjan Upasani, who is a sustainable Lifestyle Coach.

Item No 2: Finalise the green representatives for eco-friendly Ganpati Idol making - My Green Bappa 2020.

It was decided that a virtual programme called 'My Green Bappa' will be organised from the 22nd August to the 2nd August 2020. The students will be encouraged to celebrate the festival in an eco-friendly manner and share their experience.

The meeting concluded with a vote of thanks.



Jk
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St. Mira's College for Girls

St. Mira's College For Girls, Pune
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Agenda of meeting to be held on 23rd June 2020

A Green Club committee meeting will be held on Tuesday 23rd June on Zoom platform at 10:45 a.m.

The agenda of the meeting is:

Item No 1: Update PPT for orientation programme for SIP of FY students.

Item No 2: Draft an outline of the activities to be conducted across the two semesters of this academic year

Minutes of the Meeting of the Green Club on 23rd June 2020

The meeting was held on Tuesday 23rd June 2020 in the Vice-Principal's office at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer (Green Club Advisor) - Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan - Dept. of Commerce *Jyoti Chintan*
3. Dr. Mrs. Manisha Pimpalkhare - Dept. of Business Economics
4. Ms Rajni Singh - Dept. of Commerce *Rajni Singh*
5. Ms Deepanjali Mazumdar - Dept. of Accountancy & BBA *Deepanjali*
6. Ms. Deepali Agarwal - Dept. of BBA(CA) *DA*
7. Ms. Komal Tujare - Dept. of English

Item No 1: Update PPT for orientation programme for SIP of FY students.

Every Green club member to give input for PPT for orientation program of FY students of college. The PPT will showcase the previous year's activities related to sustainability.

Item No 2: Draft an outline of the activities to be conducted across the two semesters of this academic year.

The activities decided for this academic year are as follows

1. Green Club Introduction in FY SIP-
2. Mask Making
3. My Green Bappa - Ganpati-idol making
4. Sensitization for Soil and Water Conservation
5. Webinar on #Rebooting Mother Earth
6. Workshop on Paper Bag making
7. Skill Development of Effective Waste-Management Practices in Environment
8. Guest lecture on Jeevitnadi

The meeting concluded with a vote of thanks.



JL
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St. Mira's College for Girls

St. Mira's College for Girls, Pune
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The meeting was held on 16th December 2019 in the Vice Principal Room at St Mira's College for Girls.
The following members were present:

1. Dr. Shalini Iyer - Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan - Dept. of Commerce *Jyoti Chintan*
3. Dr. Manisha Pimpalkare – Economics Dept.
4. Ms Rajni Singh - Dept. of Commerce *Rajni Singh*
5. Ms Deepanjali Mazumdar - Dept. of Accountancy & BBA *Deepanjali*
6. Ms. Deepali Agarwal - Dept. of BBA(CA)
7. Ms. Komal Tujare - Dept. of English *Komal Tujare*

Agenda:

A Green Club committee meeting was held on 16.12.2019 in Vice Principal's room at 12:30 pm.

The agenda is as follows:

- Item No 1: Discussion on volunteering for Green Trek and Venue
- Item No 2: Collecting fees, List of student's volunteers, bus charges
- Item No 2: Collecting hand-gloves, masks from Adar Poonawala Foundation
- Item No 3: Responsibility of Disposing the garbage

Resolution:

1. Dr. Manisha Pimpalkhare, Mrs. Deepanjali M and Miss Komal Tujare volunteered for the green trek, while discussing the team identified that Pravati Hill in Pune needs cleaning and entire team agreed to go Parvati Hill in Pune
2. It was decided each member has to motivate the students to join for the cleanliness drive, Miss Komal would make list of students, collecting fees and coordinating with Bus driver.
3. Mrs. Deepanjali M would coordinate with Adar Poonawala Foundation and collect hand-gloves and masks.
4. Dr. Manisha P would take the responsibility of disposing the garbage in a right way along with the students.

The meeting got concluded with vote of thanks.



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St. Mira's College for Girls, Pune
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The meeting was held on 09th December 2019 in the Vice Principal Room at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan - Dept. of Commerce *Jyoti Chintan*
3. Dr. Manisha Pimpalkhare
4. Ms Rajni Singh - Dept. of Commerce *Rajni Singh*
5. Ms Deepanjali Mazumdar-Dept. of Accountancy & BBA *Deepanjali*
6. Ms. Deepali Agarwal - Dept. of BBA(CA)
7. Ms. Komal Tujare - Dept. of English *Komal Tujare*

Agenda:

A Green Club committee meeting was held on 09.12.2019 in the Vice Principal Room at 12:30 pm.

The agenda is as follows

Item No 1: Discussion on the collection of pre-owned clothes

Item No 2: Promotion in the Sanctuary

Item No 2: Sorting, packing of Clothes and Stall decoration

Item No 3: Clothes Inventory and pricing of clothes

Resolution:

1. All faculty members of Green Club were given the responsibility of collecting preowned clothes.
2. It was decided by the team that, Dr. Shalini Iyer will be promoting in the sanctuary to to donate preowned clothes
3. Miss Deepali Agarwal and Mrs. Deepanjali M would handle in sorting and packing the clothes, Miss Komal Tujare volunteered for stall decoration.
4. Green Club Committee would check the inventory of the clothes, the committee also agreed for the fair pricing of the clothes.

The meeting got concluded with vote of thanks.



Jb
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St. Mira's College for Girls, Pune
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The meeting was held on 20th August 2019 in the Vice Principal Room at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer - Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan - Dept. of Commerce *Jyoti Chintan*
3. Dr. Manisha Pimpalkare – Economics Dept.
4. Ms Rajni Singh - Dept. of Commerce *Rajni Singh*
5. Ms Deepanjali Mazumdar - Dept. of Accountancy & BBA *Deepanjali*
6. Ms. Deepali Agarwal - Dept. of BBA(CA)
7. Ms. Komal Tujare - Dept. of English *Komal Tujare*

Agenda:

A Green Club committee meeting was held on 20.08.2019 in Vice Principal's room at 1:00 pm.

The agenda is as follows

- Item No 1: Discussion on Identifying students volunteer for making Ganapathi
- Item No 2: Eco friendly decoration and prasad
- Item No 2: Buying of River bed clay
- Item No 3: Responsibility of green immersion of Ganapathi

Resolution:

1. Miss Suman and Poona^m was identified as a student volunteer for making Ganapathi by Miss Rajni Singh and Mrs. Jyoti Chintan
2. Along with student volunteers Mrs. Jyoti C and Dr. Manisha P would take the responsibility of eco-friendly decoration and prasad distribution on all five days.
3. Dr. Shalini volunteered to buy river bed clay for idol making.
4. Along with student volunteers the entire members of the committee would be responsible for green immersion of the idol.

The meeting got concluded with vote of thanks.



[Signature]
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St. Mira's College for Girls

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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Agenda of meeting to be held on 22nd December 2018

A Green Club committee meeting will be held on Saturday 22nd December 2018 in the staffroom at 10:45am.

The agenda of the meeting is:

Item No 1: Plan a visit of the Green Club members to the BhimThadiJatra in Pune

Item No 2: Set up a Green Kitchen Garden on the campus to be taken care of by students

Item No 3: Join the NSS volunteers in the campus cleanliness drive

Item No 4: Announce the amount collected from the Jumble sale and decide where it will be put to use

Minutes of the Meeting of the Green Club on 22nd December 2018

The meeting was held on Saturday 22nd December 2018 in the staffroom at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan- Dept. of Commerce *Jyoti Chintan*
3. Ms. Rajni Singh- Dept. of Commerce *Rajni Singh*
4. Ms. Deepanjali Mazumdar- Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal- Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare- Dept. of English
7. Ms. Roma Dar- Dept. of English

Item No 1: Plan a visit of the Green Club members to the BhimThadiJatra in Pune

Ms. Jyoti Chintan volunteered to take some Green Club members on a visit to the BhimThadiJatra in Pune on the 23rd of December. The visit aimed to sensitise students to the theme of 'recycle, reuse and sustain' while also promoting the revival of our traditional handicrafts as a sustainable alternative to commercial production.



JR
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Item No 2:Set up a Green Kitchen Garden on the campus to be taken care of by students

After being approached by very enthusiastic students who wished to set up a small green kitchen garden on the campus, the club agreed to take the idea forward and help the students plant tomato, garlic and chilli plants in a part of the college garden area. Students took on responsibilities of cleaning the area, planting the various vegetables and monitoring the new garden area.

Item No 3:Join the NSS volunteers in the campus cleanliness drive

It was decided collectively by the members of the club that all the members of the green club shall join the NSS volunteers in the campus cleanliness drive to be held in the month of January.

Item No 4:Announce the amount collected from the Jumble sale and decide where it will be put to use

The sales at the Jumble sale generated over Rs. 5000/-. The club members collectively decided to use the funds for green initiatives on the college campus

The meeting concluded with a vote of thanks.



ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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Agenda of meeting to be held on 17th November 2018

A Green Club committee meeting will be held on Saturday 17th November 2018 in the staffroom at 10:45am.

The agenda of the meeting is:

Item No 1: Organise a sanctuary talk on problems associated with fire crackers

Item No 2: Finalise the details of the Green Trek

Item No 3: Finalise the details of the Jumble Sale

Minutes of the Meeting of the Green Club on 17th November 2018

The meeting was held on Saturday 17th November 2018 in the staffroom at St Mira's College for Girls. The following members were present:

1. Dr. Shalini Iyer- Dept. of Business Economics and Banking *Shalini Iyer*
2. Mrs. Jyoti Chintan-Dept. of Commerce *Jyoti Chintan*
3. Ms Rajni Singh-Dept. of Commerce *Rajni Singh*
4. Ms Deepanjali Mazumdar-Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal-Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare-Dept. of English
7. Ms. Roma Dar-Dept. of English

Item No 1: Organise a sanctuary talk on problems associated with fire crackers

In order to promote the celebration of an eco-friendly Diwali, the green Club members decided to organise a special sanctuary talk on the problems associated with fire crackers. The talk will highlight the ill-effects of firecrackers on the natural environment and human health. The talk will be conducted by Dr. Shalini Iyer during her regular sanctuary turn.



JK
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St. Mira's College for Girls

Item No 2:Finalise the details of the Green Trek

The Green Trek was finalized for the first week of December. Ms. DeepanjaliMazumdar will be responsible for collecting the names of interested students. The location for the trek will be Sinhgarh (if the road is declared functional) or Parvati hill. The students will be charged for the travel expenditure. All the students shall clean the hill and permissions from concerned authorities shall be sought by Dr. ShaliniIyer. Ms. DeepanjaliMazumdar and Ms. KomalTujare shall accompany the students on the trek.

Item No 3:Finalise the details of the Jumble Sale

The Mira Bazaar will include one stall for the annual Jumble Sale which will be coordinated by Ms. Roma Dar. All Green Club members shall assist in the collection of pre-owned clothes and accessories from students as well as faculty members. This will be followed by a thorough sorting and labeling process for the sale. Students will be put in charge for the various tasks on the final day

The meeting concluded with a vote of thanks.



ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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Agenda of meeting to be held on 18th October 2018

A Green Club committee meeting will be held on Thursday 18th October 2018 in the staffroom at 10:45am.

The agenda of the meeting is:

Item No 1: Fix a date to organise a campus cleanup by Green Club Members

Item No 2: Decide whether Green Club will set up a stall at the Annual Mira Bazaar

Item No 3: Decide whether to organise a Green Marathon or a Green Trek

Minutes of the Meeting of the Green Club on 18th October 2018

The meeting was held on Thursday 18th October 2018 in the staffroom at St Mira's College for Girls. The following members were present:

1. Dr. Shalinilyer- Dept. of Business Economics and Banking *Shalinilyer*
2. Mrs. Jyoti Chintan-Dept. of Commerce *Jyoti Chintan*
3. Ms Rajni Singh-Dept. of Commerce *Rajni Singh*
4. Ms Deepanjali Mazumdar-Dept. of Accountancy & BBA *Deepanjali*
5. Ms. Deepali Agarwal-Dept. of BBA(CA) *DA*
6. Ms. Komal Tujare-Dept. of English
7. Ms. Roma Dar-Dept. of English

Item No 1: Fix a date to organise a campus cleanup by Green Club Members

Some green Club members exhibited an interest in cleaning up the Mira statue in the college courtyard. Since the Swachhata Pakhwada was held in the month of August for campus cleanup, it was decided that this activity will be reserved for cleanup and painting (with prior permission) of the Mira statue and the courtyard.



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St. Mira's College for Girls

Item No 2:Decide whether Green Club will set up a stall at the Annual Mira Bazaar

It was decided that the Jumble Sale will be continued as part of the Mira Bazaar this annual year too as it helps raise funds for the club's green initiatives as well as aids in sensitizing the students to the practice of reuse.

Item No 3:Decide whether to organise a Green Marathon or a Green Trek

Keeping in mind the busy schedule of all departments and students, it was decided that a Green Trek would be a wiser step towards launching our out-of-campus green initiatives. The potential locations explored included Sinhgarh, Parvati and Chaturshringi areas. The location and date will be finalized after more consideration.

The meeting concluded with a vote of thanks.




Principal Incharge
St. Mira's College for Girls