



Kopergaon Taluka Education Society's

K. J. Somaiya College of Arts, Commerce and Science, Kopergaon

CRITERION- 1

CURRICULAR ASPECTS

Key Indicator- 1.1 Curricular Planning and Implementation

1.1.1 QnM:- The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal assessment

Departmental Meetings (Representative)

2018-19 To 2022-23

2018-19

Meeting No-1.

NOTICE

18/6/18.

Departmental Meeting is Scheduled on Tuesday 19/6/18 at 9:15 am in Commerce department. Following is the agenda for the same.

AGENDA.

- 1) TO discuss & Plan the admission Process of 2018-19.
- 2) TO discuss on Contractual staff requirement
- 3) TO Plan the activities of new academic year.
- 4) TO Plan mentoring in dept.
 - 1) Prof. S. R. Pagare
 - 2) Dr. S. L. Asgade
 - 3) Prof. R. A. Jadhav.

Date-18/6/2018




Prof. S. R. Pagare.
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

- 1) The minutes of previous meeting were read by Prof. S. R. Pagare and approved.
- 2) The admission Committee was constituted & as per the College Policy, admissions to be made was approved.
- 3) Various activities such as guest lectures, welcome functions, Commerce associations were planned.
- 4) mentoring process was shouldered with Dr. S. L. Asgade.
- 5) Felicitation of toppers in academic year 2017-18 to be done in the welcome function of F.Y. students was approved.
- 6) As per workload: new contractual staff to be appointed.

Prof. S.R. Pagase chaired the meeting. Following members were present for the meeting.

- ① Prof. S.R. Pagase
- ② Dr. S.L. Argahe
- ③ Prof. R.A. Jadhav.

Date: 19th June 2018.

Prof. S.R. Pagase
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



ACTION TAKEN REPORT FOR MEETING No-1.

- ① Admission Process for all classes was smoothly completed.
- ② Six Contractual staff was recruited.
- ③ Welcome function for students of first year UG was organized on 18/7/18.
- ④ All classes commenced in this first week of July.
- ⑤ Toppers of previous academic year were felicitated in welcome function.
- ⑥ One day Soft skill Training was conducted for final year students on 29/8/2018.
- ⑦ Commerce Association was inaugurated by Ms. Nalini Gisi on 6th September 18.
- ⑧ Mentoring Cell for current academic year was inaugurated on 12th Sept. 18.
- ⑨ Guest lecture of IQAC co-ordinator Prof. V.C. Thange was organized on 29th Sept. 2018.

Prof. S.R. Pagase
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



Principal
K.J. Somaiya College of Arts
Commerce & Science, Kopergaon

Date: 02/10/2018

2018-19

Meeting No-2

NOTICE

01/10/2018

The Term End departmental meeting is scheduled on Thursday 4th Oct 2018 at 11:15 am in Commerce department. Following is the agenda for the same.

AGENDA.

- 1) To review the academic work of 1st term.
- 2) To review the syllabus completion status.
- 3) Preparation for term end exams.
- 4) Activities to be Planned in Second term.
- 5) Lecture Series to be organized in Second term.
- 6) Functioning of mentoring system.
- 7) Encouraging students to participate in inter-disciplinary & extra curricular activities.
- 8) Any other Subject

1) Prof. S.R. Pagase

2) Dr. S.L. Argahe

3) Prof. R.A. Jadhav

4) Prof. B.R. Khannar

5) Prof. V.B. Pachore

6) Prof. A.S. Dhanwate

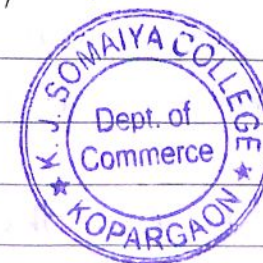
7) Prof. D.R. Kolapkar

8) Prof. S.H. Shaikh

9) Prof. P.D. Kapse

Prof. S.R. Pagase
Dr. S.L. Argahe
Prof. R.A. Jadhav
Prof. B.R. Khannar
Prof. V.B. Pachore
Prof. A.S. Dhanwate
Prof. D.R. Kolapkar
Prof. S.H. Shaikh
Prof. P.D. Kapse

Date: 01/10/2018.

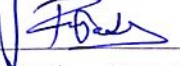
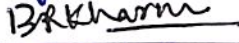
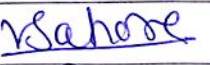
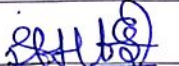
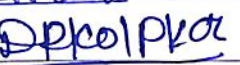
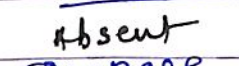


Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

- 1) Notice & Agenda of meeting was read by Dr. S. L. Asgade.
 - 2) Prof. R. A. Jadhav read the minutes & ATR of previous meeting. The same was approved by all faculty members.
 - 3) Head of dept, Dr. S. R. Pagare was felicitated for award of doctoral degree.
 - 4) Syllabus Completion reports from all faculty members were taken.
 - 5) All faculties were instructed to submit term end question papers to exam department.
 - 6) Lecture Series, financial awareness program was planned for second term.
 - 7) Soft skill / Personality development programme was to be conducted in second term.
 - 8) Commerce festival to be conducted in January-19.
 - 9) Mentoring system was reviewed. Problems faced by mentors were discussed.
 - 10) Remedial Coaching for slow & fast learners was reviewed.
 - 11) Results of aptitude test were also discussed.
 - 12) Faculties should increase their publications & participation in various seminars / conferences.
 - 13) Attendance of students in all classes was reviewed.
 - 14) updation of departmental library was discussed.
 - 15) Guest lectures in the academic syllabus subjects to be increased.
 - 16) It was decided to encourage UG & PG students to participate in competitive exam cell activities & various competitions organised by various departments in college.
- Following members were present for the meeting

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Asgade
- 3) Prof. R. A. Jadhav
- 4) Prof. B. R. Kharnar
- 5) Prof. V. B. Pachore
- 6) Prof. A. S. Dhanawte
- 7) Prof. D. R. Kolapkar
- 8) Prof. S. H. Shaikh
- 9) Prof. P. D. Kapse.







 Absent


Date - 04th October 2018.

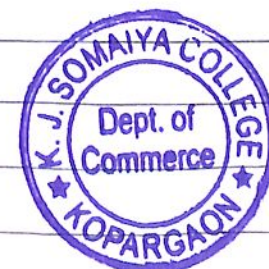

 Prof. S. R. Pagare
 Head
 Department of Commerce
 K. J. Somaiya College, Kopergaon

ACTION TAKEN REPORT FOR MEETING NO-2

- 1) Term End question papers were submitted to exam dept.
- 2) Resource persons for various lecture series were finalized.
- 3) Departmental library was updated.
- 4) Faculties approached Maharashtra Centre for Entrepreneurship Development to conduct a session for students in college.

Date - 10/12/2018


 Prof. S. R. Pagare
 Head
 Department of Commerce
 K. J. Somaiya College, Kopergaon




 Principal
 K. J. Somaiya College of Arts
 Commerce & Science, Kopergaon

2018-19

Meeting no. 3

NOTICE

9/12/2018

Departmental meeting is scheduled on Tuesday 11th December 2018 at 11:30 PM in the Commerce department. Following is the agenda for the same.

AGENDA.

- 1) To Conduct guest lectures, workshops for students in Second term.
- 2) To organize Commerce festival in January 19.
- 3) To organize Soft Skill development Programme for students.
- 4) To strengthen the mentoring system.
- 5) To increase the Publications & Participation in Seminars, Conferences.
- 6) To observe the classes of newly recruited Contractual teachers in Second term.
- 7) To review the remedial coaching of slow & fast learners.
- 8) To discuss the Performance of Term End exam with students.

1) Prof. S. R. Pagare

2) Dr. S. L. Argade

3) Prof. R. A. Tadkar

4) Prof. B. R. Khasnar

5) Prof. V. B. Pachore

6) Prof. A. S. Dhanawle

7) Prof. D. R. Kolapkar

8) Prof. S. H. Shaikh

9) Prof. P. D. Kapse (Prapara)

Date - 09th December 2018.



Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

- 1) Notice & Agenda of meeting was read by Prof. R.A. Tadhar.
- 2) Minutes & ATR of previous meeting was read by Dr. S.L. Argade. All faculties approved the same.
- 3) The names of resource person for various workshops were finalised.
- 4) It was decided to organize Commerce festival in the month of February 2019.
- 5) It was also decided to organize a farewell party for students of third year.
- 6) All faculties will update their record of remedial coaching for slow & fast learners.
- 7) Soft skill programme to be taken in January 2019.
- 8) Record of mentoring to be updated by every mentor.
- 9) Departmental library to be updated.
- 10) It was decided to share the marks at earliest to the students for their term end exam.
- 11) Classes of all newly recruited contractual teachers shall be observed personally by Dr. S.R. Pagare, Dr. S.L. Argade & Prof. R.A. Tadhar. Vote of thanks was presented following by Prof. A.S. Dhanawate. Following members were present for the meeting.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Argade
- 3) Prof. R.A. Tadhar
- 4) Prof. B.R. Ichasnar
- 5) Prof. V.B. Pachore
- 6) Prof. A.S. Dhanawate
- 7) Prof. D.R. Kolapkar
- 8) Prof. S.H. Shaikh

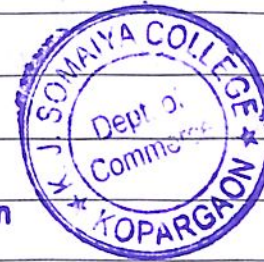
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a) Prof. P.D. Kapase.

Dr. Kapase

Date: 11th December 2018.

[Signature]
 Dr. S.R. Pagare
 Head
 Department of Commerce
 K. J. Somaiya College, Kopergaon



ACTION TAKEN REPORT FOR MEETING No. 3

- 1) A workshop of Dr. Nilay Mehta was organized on 21st Dec. 18 on the theme of 'Key Success in Commerce'.
- 2) Personality development workshop was organized on 16/1/2019. Mrs. Bhavana Nair was the resource person for the same.
- 3) Lecture of Mrs. Parikh from Pagdandi Investments, Indore was organized on 25th Jan 19 on the theme of 'Share market and its functioning'.
- 4) Commerce festival was organized from 28th Jan to 1st Feb 2019.
- 5) 10 days Soft skill Programme for UG students was organized from 14th to 25th January 2019.
- 6) In association with Maharashtra Centre for Entrepreneurship Development (MCED), Financial Awareness Programme was organized on 5th Feb 2019. Mr. Daphade, Mr. Shaikh & Mr. Masathe were the resource person for the same.
- 7) Two students participated in elocution & Debating Competition each.
- 8) Term end marks were shared with students & their performance was discussed.
- 9) Classes of contractual teachers were observed by permanent faculties.
- 10) Mentoring system was strengthened.

In the Subjects of stress management, marketing, & Communication skills, guest lectures were organised.

Farewell Party took Place on 8th march 2019. Students of F.Y. & S.Y. organised the same for students of T.Y.

Date: 16/4/2019.


Dr. S. R. Pagare.
Head
Department of Commerce
K. J. Somaiya College, Kopergaon




Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon

2018-19

Meeting No. 4

NOTICE

16/4/2019

Departmental Meeting is Scheduled on Wednesday 17th April 2019 at 11:30 am in Commerce department. Following is the agenda for the same.

AGENDA.

- 1) To review the academic and extra curricular activities of academic year 2018-19
- 2) To review the students attendance, Performance in current academic year
- 3) To fill up the marks of PG students.
- 4) Regarding Project work of PG students.
- 5) To Plan the activities of next academic year.
- 6) Any other Subject with prior Permission of Head.

1) Dr. S. R. Pagare

2) Dr. S. L. Aragade

3) Prof. R. A. Jadhav

4) Prof. B. R. Khannar

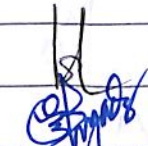
5) Prof. V. B. Pachore

6) Prof. A. S. Dhanawte

7) Prof. D. R. Kolapkar

8) Prof. S. H. Shrivasth

9) Prof. P. D. Kapase


Dr. S. R. Pagare

BRKhannar

Kachore

Shrivasth

DRKolapkar

Shankh

P. D. Kapase


Head

Department of Commerce
K. J. Somaiya College, Kopergaon

Date: 16th April 2019.



MINUTES / PROCEEDINGS.

- 1) Prof. R. A. Jadhav read the Notice & agenda of meeting.
- 2) ... read by

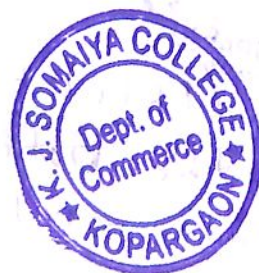
- Dr-S.L. Argaade. All faculties approved the same.
- 3) Review was taken about students attendance, their performance in term end exams.
 - 4) It was decided to fill the marks on university link in time & maintain record of the same.
 - 5) The students participation in inter disciplinary & extra curricular activities was appreciated & was decided to encourage them.
 - 6) Record of remedial coaching to be updated.
 - 7) Departmental library to be updated.
 - 8) Activities to be performed in next academic year were discussed. Research work of faculties to be speed up.
 - 9) Admission Committee was tentatively composed.
- Dr-S.L. Argaade Proposed vote of thanks. Following members were present for the meeting.

- 1) Dr-S. R. Pagare
- 2) Dr-S. L. Argaade
- 3) Prof. R. A. Jadhav
- 4) Prof. B. R. Chasnar
- 5) Prof. V. B. Pachore
- 6) Prof. A. S. Dhanawte
- 7) Prof. D. R. Kolapkar
- 8) Prof. S. H. Shaikh
- 9) Prof. P. D. Kapse

[Signature]
B.R. Chasnar
V.B. Pachore
[Signature]
D.R. Kolapkar
S.H. Shaikh
P.D. Kapse

Date - 17th April 2019

[Signature]
Dr-S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



[Signature]
Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon

2019-20

Meeting No-1.

Notice

24/6/2019

First departmental meeting for the academic year 2019-20 is Scheduled on Tuesday 25th June 2019, 10:00 am in Commerce department. Following is the agenda for the meeting.

Agenda

- 1) To Co-ordinate the admission Process of academic year 2019-20. and Commencement of classes.
- 2) To discuss the recruitment of Contractual staff.
- 3) To Plan the activities to be conducted in new academic year.
- 4) To Prepare teaching Plan, synopsis.
- 5) Discussion on strengthening of mentoring cell.
- 6) Doctoral research work in department.
- 7) Books to be ordered for central library
- 8) Inaugural of Commerce Association & activities to be Conducted under this banner.
- 9) Guest lectures, workshops to be conducted.
- 10) welcome function for first year undergraduate students. remedial coaching for slow & fast learners.
- 11) students' participation in NSS/NCC and other activities.
- 12) Maintenance of Departmental library
- 13) Grievances if any in the department
- 14) Certificate Courses run by the department.
- 15) Faculties & students Publication in various journals, proceedings etc.
- 16) Organisation of Seminar, Conference.
- 17) Personality development Programme

18) Any other Subject with Prior Permission of Head.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Argade
- 3) Prof. R. A. Jadhav.

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Date: 24th June 2019

[Signature]
Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS

Following are the minutes of the departmental meeting organised on 25th June 2019 in the Commerce department. All faculty members were Present for the meeting. Dr. S. R. Pagare headed the meeting.

- 1) Notice & Agenda of the meeting was read by Prof. R. A. Jadhav.
- 2) Minutes of previous meetings were read by Dr. S. L. Argade & the same were approved.
- 3) The composition of admission Committee by Principal was agreed.
- 4) It was decided to Commence the classes from 1st week of July.
- 5) According to workload, new recruitment of Contractual teachers was decided & same after

meeting to be Communicated to the Central administrative office.

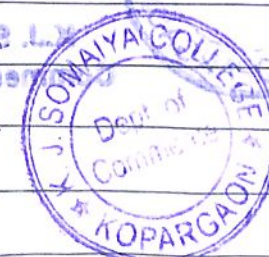
- 6) Guest lectures, Seminars, Workshops for students to be organised.
 - 7) All teachers shall prepare their Teaching Plan, synopsis & update the same regularly.
 - 8) Record of mentoring should be updated.
 - 9) Faculty in each Subject should prepare list of books for all classes & Submit the same to Central library.
 - 10) Commerce Association to be inaugurated in the month of August & all activities of Commerce department to be conducted under this banner.
 - 11) Students Participation in various activities of college, to be encouraged by faculty members.
 - 12) Departmental library to be upgraded by books & Students Projects.
 - 13) Personality development workshop to be organised for students.
 - 14) Certificate Courses to be run efficiently.
- Dr. S. L. Argade Proposed Vote of thanks. Following teachers were Present for the meeting.

- ① Dr. S. R. Pagare
- ② Dr. S. L. Argade
- ③ Prof. R. A. Jadhav.

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Date: 25/6/2019

[Signature]
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



ACTION TAKEN REPORT FOR MEETING NO-1.

- ① Admission Procedure was efficiently Completed.
- ② All classes Commenced in the month of July.
- ③ Five Contractual teachers were appointed for this academic year.
- ④ Welcome function was organised for the students of First year on 27th Aug 2019.
- ⑤ on 22nd September, Commerce Association was inaugurated by Dr. V.B. Nikam of SSGM College.
- ⑥ Departmental library & mentoring record was updated.
- ⑦ Mentoring cell was inaugurated on 25th Sept 19.
- ⑧ One day workshop on 'TALLY-ERP-9' was organised in association with Disha Computers. Mr. Anand Kalburgi was the resource person for the same.

Date: 15/10/2019.

Head
Department of Commerce
K. J. Somaiya College, Kopergaon



Principal
K.J. Somaiya College of Arts
Commerce & Science, Kopergaon

2019-20

Meeting No. 2

NOTICE

18/10/2019

The term end departmental meeting is scheduled on Tuesday 19th October 2019 at 11:30 am in Commerce department. Following is the agenda for the same.

AGENDA.

- 1) To review the departmental academic & extra Curricular activities
- 2) Students Performance in Various aptitude tests.
- 3) Review of attendance of students
- 4) Term End exam
- 5) Events to be organised in Second term of academic year 2019-20.
- 6) Review of departmental library & Mentoring system.
- 7) Review of Certificate Courses.

1) Dr-S.R. Pagare

2) Dr-S.L. Argade

3) Prof. R.A. Jadhav

4) Prof. B.R. Kharnar

5) Prof. V.B. Pachore

6) Prof. A.S. Dhanwate

7) Prof. P.D. Kapase

8) Prof. S.M. Shailch.

Date - 18/10/2019



Dr-S.R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

Following are the minutes of the departmental meeting organised on 19th October 2019 in the Commerce department. All faculty members were present for the meeting.

1) Notice & Agenda of the meeting was read by Prof. A.S. Dhanwale.

2) Minutes & Action taken report of previous meeting was read by Dr. S.L. Argade and approved by all the faculty members.

3) Review of departmental library was taken. It was decided to encourage students to use the departmental library.

4) All faculties were instructed to prepare the question papers in their respective subjects & submit the same to the exam department before Diwali Vacation.

5) Certificate Courses in Tax Advisor & office automation were reviewed. Plans for events in second term were made. Prof. R.A. Tadhar proposed vote of thanks. Following members were present for the meeting.

- | | |
|------------------------|----------------|
| 1) Dr. S.R. Pagare | |
| 2) Dr. S.L. Argade | |
| 3) Prof. R.A. Tadhar | |
| 4) Prof. B.R. Khanna | |
| 5) Prof. V.B. Pachore | <u>Present</u> |
| 6) Prof. A.S. Dhanwale | <u>Present</u> |
| 7) Prof. P.D. Kapse | <u>Present</u> |
| 8) Prof. S.M. Shaikh | <u>Absent</u> |

Date - 19-10-2019



Dr. S.R. Pagare

ACTION TAKEN REPORT FOR MEETING NO.2.

- 1) Term end exam was smoothly conducted.
- 2) Departmental library was updated
- 3) Mentoring record was updated
- 4) Resource Person & events were finalised for the second term.
- 5) Students were encouraged to enroll for the certificate courses.

Date: 3/12/2019

Dr. S.R. Pagare
Head
Department of Commerce
K.J. Somaiya College, Kopergaon



Principal
K.J. Somaiya College of Arts
Commerce & Science, Kopergaon.

2019-20

Meeting No. 3.

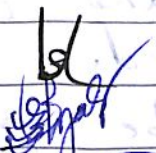
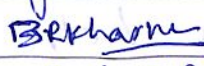
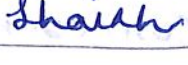
NOTICE

3/12/2019

Departmental meeting is Scheduled on Wednesday 4th December 2019, 11:45 am in Commerce department. Following is the agenda for the same.

AGENDA

- 1) To Plan the events in Second term of Current academic year 2019-20
- 2) To finalise the names of resource persons & the events to be conducted in Second term
- 3) To evaluate the students Performance.
- 4) Documentation of Remedial Coaching for slow & fast learners.
- 5) Documentation of Mentoring.
- 6) Organisation of Commerce festival & events to be organised.
- 7) Any other Subject with the Prior Permission of chair.

- | | |
|--------------------------|---|
| 1) Dr. S. R. Pagare |  |
| 2) Dr. S. L. Argade |  |
| 3) Prof. R. A. Tadhar |  |
| 4) Prof. B. R. Kharnar |  |
| 5) Prof. V. B. Pachore |  |
| 6) Prof. A. S. Phansavte |  |
| 7) Prof. P. D. Kapse |  |
| 8) Prof. S. M. Shaikh |  |

Date: 03/12/2019




Dr. S. R. Pagare
Head

Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

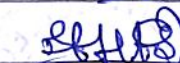
Following are the minutes of the meeting held on 4/12/2019 in Commerce department. All faculty members were present for the meeting.

- 1) Notice & Agenda of the meeting was read by Prof. P.D. Kapse.
- 2) Minutes of the previous departmental meeting were read by Prof. R.A. Jadhav & faculty members approved the same.
- 3) It was decided to organise Commerce festival in the month of February & all events to be planned under the banner of Commerce association.
- 4) Resource person & guests were finalised for various events.
- 5) Personality development workshop to be organised.
- 6) Documentation of students mentoring, remedial coaching and departmental library was reviewed.
- 7) Farewell Party to be organised for final year U.G. students.
- 8) It was decided to help the students in writing research articles & Publishing the same in conference proceedings & Journals.
- 9) Faculties should actively participate in various Seminars, conferences & also increase their publications.
- 10) All code of conduct issued by college administration should be strictly followed by all faculty members.

11) Answer sheets of term end exam should be assessed in time and same results should be discussed with students.

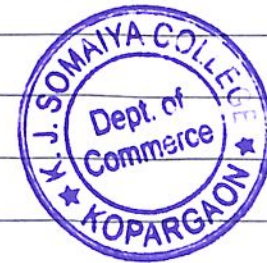
Note of thanks was proposed by Prof. R.A. Jadhav. Following faculty members were present for the meeting.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Argahe
- 3) Prof. R.A. Jadhav
- 4) Prof. V.B. Pachore
- 5) Prof. A.S. Dhanawte
- 6) Prof. P.D. Kapse
- 7) Prof. S.M. Shaikh


For
Rajesh

Prapase


Date: 04/12/2019


Dr. S.R. Head
Department of Commerce
K. J. Somaiya College, Kopergaon



ACTION TAKEN REPORT FOR MEETING NO-3.

- 1) One day workshop on "Key to Success in GST" was organised on 2nd Jan 2020. Mr. Abhay Dangi from Pune was the resource person.
- 2) On 6th Jan. 2020 one day workshop on Personality Development was organised. Mr. Alok Dubey was the resource person for the same.
- 3) Commerce festival was organised from 2nd to 7th Feb 2020.

- 4) Valedictory function for students of TYBcom was organised on 9th March 2020.
- 5) Ms. Vasudha Hazam, Mr. Rumman Sayyad and Ms. Arti Somase from T.Y. B.Com Published their research Paper in journal 'Kalpa Samiksha.'

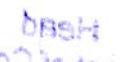
Date: 12/3/2020.


Dr. S. R. Pagare,
Head
Department of Commerce
K. J. Somaiya College, Kopergaon




Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon




Head
Department of Commerce
K. J. Somaiya College, Kopergaon

2019-20.

MEETING NO- 4

NOTICE

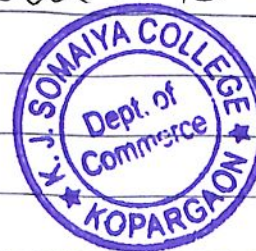
13/3/2020.

Departmental meeting is scheduled on 16th March 2020 at 11:30 am in Commerce Department. Following is the agenda for the same.

AGENDA.

- 1) Filling the marks of Term End exam on university links.
- 2) Planning of Self financed Conference in Apr 2020.
- 3) Conducting workshop of SET/NET guidance for the students of PG in the month of Apr.
- 4) Documentation of various administrative work in the dept.
- 5) Substitute for Prof. S. M. Shaikh to be recruited.
 - 1) Dr. S. R. Pagare
 - 2) Dr. S. L. Argahe
 - 3) Prof. R. A. Tadhar
 - 4) Prof. V. B. Pachore
 - 5) Prof. A. S. Phanaule
 - 6) Prof. P. D. Kapse

Date: 13th March 2020.




Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

- 1) Notice and agenda for the meeting was read by Prof. R. A. Tadhar.
- 2) Minutes of previous meeting were read by Dr. S. L. Argahe. All faculty members approved the same.

18) Any other Subject with Prior Permission of Head.

- 1) Dr. S. R. Pagale
- 2) Dr. S. L. Argade
- 3) Prof. R. A. Jadhav.

Date: 24th June 2019


Dr. S. R. Pagale
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

Following are the minutes of the departmental meeting organised on 25th June 2019 in the Commerce department. All faculty members were Present for the meeting. Dr. S. R. Pagale headed the meeting.

- 1) Notice & Agenda of the meeting was read by Prof. R. A. Jadhav.
- 2) Minutes of previous meetings were read by Dr. S. L. Argade & the same were approved.
- 3) The composition of admission Committee by Principal was agreed.
- 4) It was decided to Commence the classes from 1st week of July.
- 5) According to workload, new recruitment of Contractual Teachers was decided & same after

meeting to be Communicated to the Central administrative office.

- 6) Guest lectures, Seminars, Workshops for students to be organised.
- 7) All teachers shall prepare their Teaching Plan, synopsis & update the same regularly.
- 8) Record of mentoring should be updated.
- 9) Faculty in each Subject should prepare list of books for all classes & Submit the same to Central library.
- 10) Commerce Association to be inaugurated in the month of August & all activities of Commerce department to be conducted under this banner.
- 11) Students Participation in various activities of college, to be encouraged by faculty members.
- 12) Departmental library to be upgraded by books & students Projects.
- 13) Personality development workshop to be organised for students.
- 14) Certificate Courses to be run efficiently.

Dr. S. L. Argade Proposed Vote of thanks. Following teachers were Present for the meeting.

- ① Dr. S. R. Pagale
- ② Dr. S. L. Argade
- ③ Prof. R. A. Jadhav.

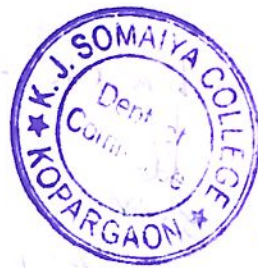
Date: 25/6/2019.


Head
Department of Commerce
K. J. Somaiya College, Kopergaon



- 3) All faculty members were instructed to fill the online marks on university link within the stipulated time.
- 4) It was unanimously decided of not organising the Seminar in this academic year.
- 5) Workshop for PG students on SET/NET exam preparation was discussed & was decided to plan in April 2020.
- 6) It was decided to update the documentation of administrative work in the department.

Head
Department of Commerce
K. J. Somaiya College, Kopergaon



Principal
K.J. Somaiya College of Arts
Commerce & Science, Kopergaon



2020-21
Meeting No-1

NOTICE

18/6/2020

Departmental meeting is scheduled on 19/6/2020 at 10:00 am in Commerce department. Following is the agenda for the same.

AGENDA.

- 1) Precautionary measures to be taken in department due to COVID-19.
- 2) Conducting online classes through zoom app for all subjects.
- 3) Staff Counselling students online to maintain their mental health.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Argade
- 3) Prof. R.A. Jadhav

Date 18/6/2020



Head
Dr. S.R. Pagare
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

The meeting was held in Commerce department by maintaining physical distancing. Following are the minutes of the meeting.

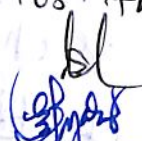
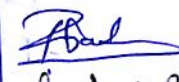
- 1) Prof. R.A. Jadhav read the notice & agenda of the meeting.
- 2) Dr. S.L. Argade read the minutes of previous meeting and it was approved.

of previous meeting. The same was approved by all faculty members.

- 3) It was decided to continue online classes for all subjects with prior intimation to the students.
- 4) All teachers unanimously decided to counsel the students during their academic online sessions.
- 5) Commerce association to be inaugurated online in due course of time.
- 6) Welcome function should be organised considering the lock down condition. If lock down continues then it should also be organised online.
- 7) Mentoring of students to be done with special online sessions by the mentors.
- 8) Resource persons should be finalised for guest lectures.

Prof. P. D. Kapse proposed Vote of Thanks. Following members were present for the meeting.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Asgade
- 3) Prof. R. A. Jadhav
- 4) Prof. V. B. Pachure
- 5) Prof. A. S. Dhanawle
- 6) Prof. P. D. Kapse


Dr. S. R. Pagare

Dr. S. L. Asgade

Prof. R. A. Jadhav

Prof. V. B. Pachure

Prof. A. S. Dhanawle

Prof. P. D. Kapse

Date - 12/8/2020


Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



ACTION TAKEN REPORT OF MEETING NO-2.

- 1) Online classes were continued regularly for all subjects.
- 2) Commerce Association was inaugurated online on 2nd October 2021 by Principal Dr. B. S. Yadav.
- 3) Online welcome function for students of F.Y.B. Com was organised on 5th October, 2020.
- 4) All teachers i.e. mentors conducted counselling session for mentees & tried to redress their grievances.
- 5) Online examination was conducted for various subjects.
- 6) Mentoring Cell was inaugurated on 15th Oct. 2020.

Date: 15/10/2020


Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon




Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon

2020-21

Meeting No. 3

NOTICE

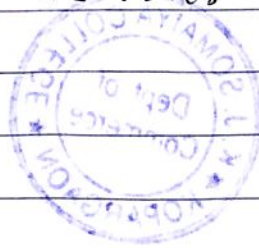
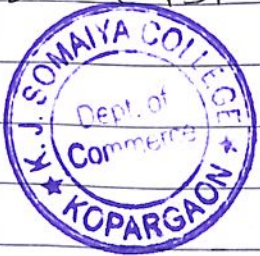
13/10/2020.

Departmental meeting is Scheduled on Wednesday 14th Oct 2020 at 10:45 am in Commerce department to discuss the following agenda.

AGENDA

- 1) To review the online classes
- 2) To review students attendance for online classes
- 3) NAAC Documentation
- 4) Mentoring of students
- 5) Finalizing the resource person & events for coming months
- 6) Any other Subject with Prior Permission of head.

Date: 13/10/2020



[Signature]

Dr. S. R. Lagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS

Departmental meeting was conducted in Commerce dept on 14th Oct 2020 at 10:45 am. Following are the minutes of the said meeting.

- 1) Dr. S. L. Argahe read the notice and agenda of meeting
- 2) Prof. R. A. Tadhar read the minutes and Action taken report of previous meeting. All faculties approved the same.
- 3) All teachers shared their observations of ^{students} attendance for online classes. It was reducing day by day was the major observation.

- 4) It was decided to instruct the students for attending online classes & try to understand their problems for not joining online class.
- 5) It was decided to conduct online Counselling Session for each & every class of UG & PG.
- 6) Online events to be organised for students was decided.
- 7) Resource person & events were planned.
- 8) Review of mentoring, NAAC documentation, was taken.

Date: 14/10/2020



[Signature]
Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopargaon

ACTION TAKEN REPORT FOR MEETING - 3

- 1) Online Counselling Sessions were conducted for each class & it was made mandatory to attend classes. Problems if any, were asked to raise with the student mentors. It was conducted on 7th Nov 2020.
- 2) NAAC documentation was updated as per the guidelines issued by NAAC.
- 3) Resource persons were finalized.
- 4) On the eve of Diwali, poem recitation was organised online for students.

- 5) In association with WX Consultants SEBI & Bombay Stock Exchange, online financial awareness program was organised on 29/12/2020. Ms. Shalmali Shetty from WX Consultants, Nasik was the resource person.
- 6) Teachers were motivated to publish their articles in journals & participate in webinars.

Date: 04/1/2021.

[Signature]
Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopargaon



[Signature]
Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopargaon

2020-21

Meeting No 4

NOTICE

03/01/2021

Departmental meeting is Scheduled in Commerce department at 10:45 am on 4th Jan 2021. Following is the agenda for the meeting.

AGENDA

- 1) To review the online lectures taken by teachers.
- 2) To review the students attendance for online lectures.
- 3) To finalise the events & dates for Commerce festival
- 4) To organise national Webinar
- 5) Record updation.
- 6) Any other Subject with Prior permission of chair.

1) Dr. S. R. Pagare

2) Dr. S. L. Asgade

3) Prof. R. A. Jadhav

4) Prof. V. B. Pachore

5) Prof. A. S. Dhanawte

6) Prof. P. D. Kapse

(Signature)
For

Secretary

(Signature)

Prepared

Date - 03/01/2021



(Signature)
Dr. S. R. Pagare

Head

Department of Commerce

K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS

Departmental meeting was organised in Commerce Dept on 4th Jan 2021. Following are the minutes of the same.

- 1) Dr. S. L. Asgade read the notice & agenda of meeting.
- 2) Prof. A. S. Dhanawte read the minutes & Action taken report of Previous meeting. The same were approved by all faculty members.

- 3) The review of online lectures was taken. All lectures taken by teachers were uploaded on Youtube, Circulated in WhatsApp groups. Written notes were also circulated among students.
- 4) Attendance of students for online lectures was reviewed & it was found satisfactory.
- 5) It was decided to conduct a national webinar through zoom app for students.
- 6) It was decided to conduct online Commerce festival, update mentoring record & departmental library.

Prof. R.A. Jadhav Proposed Note of Thanks.

Following teachers were present for the meeting.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Argade
- 3) Prof. R. A. Jadhav
- 4) Prof. V. B. Pachore
- 5) Prof. A. S. Dhanawade
- 6) Prof. P. D. Kapse

[Signatures]
 Jadhav
 Pachore
 Dhanawade
 Kapse

Date - 04/11/2021,

[Signature]
 Dr. S. R. Pagare
 Department of Commerce
 K. J. Somaiya College, Kopergaon



ACTION TAKEN REPORT OF MEETING - 4

- 1) Online Commerce festival was organized from 12th to 14th February 2021.
- 2) All records of departmental library were updated.

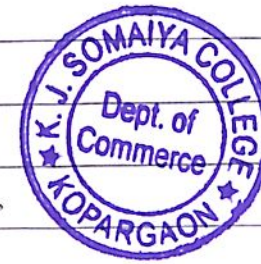
3) All mentoring records were updated.

4) Webinar on the theme of 'Impact of COVID-19 Pandemic on GST' was organized in association with Hilaya Academy, Pune on 7th April 2021. Prof. Gauri Kulkarni from Hilaya Academy was the resource person for the same.

Date: 15/4/2021

[Signature]
 Dr. S. R. Pagare
 Head

Department of Commerce
 K. J. Somaiya College, Kopergaon



[Signature]
 Principal

K. J. Somaiya College of Arts
 Commerce & Science, Kopergaon

2020-21

MEETING No. 5

NOTICE

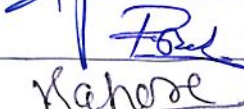
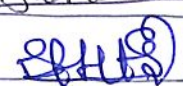
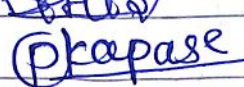
13/4/21

Departmental meeting is Scheduled on 15th April 2021 at 11:00 am in Commerce dept to discuss the below mentioned Agenda.

AGENDA.

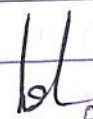
- 1) Syllabus Completion reports
- 2) To review the students attendance for online lectures.
- 3) To review the e-content Published by faculties.
- 4) To Conduct online tests
- 5) To update the Various administrative records as Per the guidelines of IQAC.
- 6) To update record of mentoring, departmental library & Various eras.
- 7) Any other Subject with Prior Permission of chair.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Asgade
- 3) Prof. R. A. Jadhav
- 4) Prof. V. B. Pachore
- 5) Prof. A. S. Dhanawte
- 6) Prof. P. D. Kapase


Pagare

Pachore

Dhanawte

Kapase

Date - 13/4/2021




Dr. S. R. Pagare
Head

Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS.

Departmental meeting was organised on 15/4/2021, at 11:00 am in Commerce depts. All faculty members were

Present for the meeting. Following are the minutes for the same:

- 1) Prof. P.D. Kapse read the notice & agenda of the meeting.
 - 2) Prof. V.B. Pachore read the minutes and action taken report of previous meeting.
 - 3) Dr. S.R. Pagare was felicitated for being selected as 'Professor' through Career Advancement Scheme on 9th Jan. 2020.
 - 4) Review was taken about online lectures & students attendance.
 - 5) It was decided to conduct online internal tests-exam for all classes.
 - 6) Various administrative records regarding departmental library, mentoring, remedial coaching was to be updated.
 - 7) All record required by IQAC for drafting of AQAR should be submitted, was decided.
- Prof. R.A. Tadhar proposed Vote of Thanks. Following members were present for meeting.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Asgade
- 3) Prof. R.A. Tadhar
- 4) Prof. V.B. Pachore
- 5) Prof. A.S. Dhanawade
- 6) Prof. P.D. Kapse.

Date: 15/4/2021

Dr. S.R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



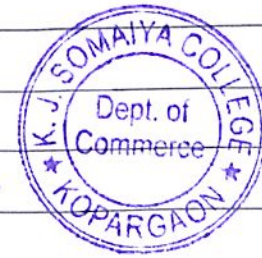
ACTION TAKEN REPORT FOR MEETING No-5.

- 1) Online Internal exams for all UG & PG classes were Conducted Smoothly.
- 2) Record required by IQAC for drafting of AQAR was Submitted.
- 3) All records of departmental library, Remedial Coaching and mentoring was updated.
- 4) Faculties Published Papers in Various Journals & authored text books.

Date- 5/07/2021.

Dr. S.R. Pagare.
Head

Department of Commerce
K. J. Somaiya College, Kopergaon



Dr. R.A. Tadhar

K.J. Somaiya College of Arts
Commerce & Science, Kopergaon

2021-22

MEETING No. 1

NOTICE

15/6/2021

The first departmental meeting of academic year 20-21-22 is scheduled in Commerce Department on 16th July 2021, Wednesday 9:30 am. Following is the agenda for the same.

AGENDA

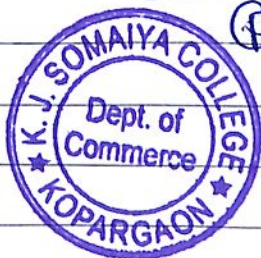
- 1) To Complete the assessment of PG Project works.
- 2) To keep marksheet ready for filling the online marks.
- 3) To order the text books for the new academic year.
- 4) To organise national webinar on Investor Awareness Program.
- 5) To Submit information to IQAC as per their demand.
- 6) To update departmental record.
- 7) Any other Subject with Prior Permission of chair.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Argade
- 3) Prof. R. A. Jadhav
- 4) Prof. V. B. Pachore
- 5) Prof. A. S. Dhanawate
- 6) Prof. P. D. Kapse


Pachore


P. D. Kapse

Date - 15/6/2021




Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS

Departmental meeting was organised in Commerce dept. at 10:30 am (1 hr. late than schedule) on 16/7/2021. All faculty members were present for the meeting. Following are the minutes of this meeting.

- 1) Prof. R.A. Tadhar read the notice & agenda of the meeting.
 - 2) Dr. S.L. Argade read the minutes of previous meeting with action taken report & the same was approved by all the teachers.
 - 3) It was decided to complete the documentation & assessment of all projects of final year PG students.
 - 4) University link can be ready for updation anytime so it was decided to keep the record of marks ready.
 - 5) It was decided to organise national webinar on Investor awareness on 18th June 2021.
 - 6) All records in department was decided to update as per the guidelines of IQAC.
- Prof. A.S. Dhanawate proposed vote of Thanks.
- Following members were present for the meeting,
- 1) Dr. S.R. Pagale
 - 2) Dr. S.L. Argade
 - 3) Prof. R.A. Tadhar
 - 4) Prof. V.B. Pachore
 - 5) Prof. A.S. Dhanawate
 - 6) Prof. P.D. Kapse

Date - 16/6/2021.


Dr. S.R. Pagale
Head
Department of Commerce
K. J. Somaiya College, Kopargaon

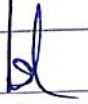


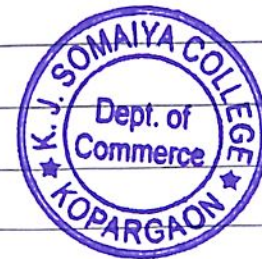

P.D. Kapse

ACTION TAKEN REPORT FOR MEETING No-1.

- 1) National webinar on 'Investor Awareness Program' was organised on Friday 18/6/2021 in association with SEBI. Dr. Ravi Ahuja, Securities Market Trainer was the resource person for the same.
- 2) All mark sheets were ready & marks were filled for University link.
- 3) All record required by IQAC was submitted.

Date: 6/8/2021


Dr. S.R. Pagale
Head
Department of Commerce
K. J. Somaiya College, Kopargaon




Principal
K.J. Somaiya College of Arts
Commerce & Science, Kopargaon

2021-22

MEETING NO. 2.

NOTICE

06/8/2021

Department meeting is Scheduled on 7th August 2021 at 10:30 am to discuss the following agenda:

AGENDA

- 1) To Plan the admission process of first year UG.
- 2) To brief about Secretary lecture on 'Academic & Administrative Audit'
- 3) To update the record in department.

4) Any other subject with Prior Permission of chair

1) Dr. S. R. Pagase

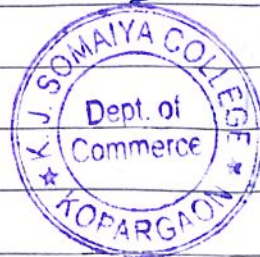
2) Dr. S. L. Asgade

3) Prof. R. A. Jadhav

4) Prof. V. B. Pachore

5) Prof. A. S. Dhanawate

6) Prof. P. D. Kapase



Date. 6/8/2021.

Dr. S. R. Pagase
Head

Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS

Departmental meeting was conducted in Commerce Dept on Saturday 7th Aug 2021. All faculty members were present for the meeting. Following are the minutes of the same.

- 1) Prof. A. S. Dhanawate read the notice & agenda of the meeting.
- 2) Prof. R. A. Jadhav read the minutes & action

taken report of previous meeting. All faculties approved the same.

3) Admission Committee framed by College administration should look into the admission process & complete the same.

3) Secretary of K.T.E. Society had taken a session for all department heads on the theme of 'AAA'. All faculties were communicated about the same.

4) All data required by IQAC for drafting of AQAR to be submitted was decided. Dr. S.L. Argahe proposed vote of thanks. Following teachers were present for the meeting.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Argahe
- 3) Prof. R.A. Jadhav
- 4) Prof. V.B. Pachare
- 5) Prof. A.S. Dhanawle
- 6) Prof. P.D. Kapse


Beekore
Bhude
Chhapare

Date - 07/8/2021.


Dr. S.R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon




Principal
K.J. Somaiya College of Arts
Commerce & Science, Kopergaon

2021-22

Action Taken Report for Meeting No. 2.

① Admissions for first year, second year B.Com and second year of PG are in progress. Admissions for first year M.Com were completed.

② Data required by various criterion heads was submitted.

③ AAA report was submitted by Dr. Kale.

④ Online National Seminar on the theme of 'Strategic Planning for Investments in Mutual Funds' was organized on 23rd Sept - 10:30 am. Mr. Anug Bhishikar of Ashmi Investments, Pune was the resource person for the same.

Result analysis for T.Y.B.Com class was done and the same was communicated with the concerned teachers orally.

1) Dr. S.R. Pagare.

2) Dr. S.L. Argahe.

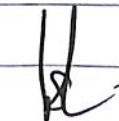
3) Prof. R.A. Jadhav

4) Prof. A.S. Dhanawle.






Date - 27/9/2021.


Dr. S.R. Pagare

2021-22

MEETING NO. 3

NOTICE

09/10/2021

Departmental meeting is scheduled on Monday 11th October 2021 in Commerce Department to discuss the following agenda.

AGENDA

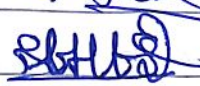
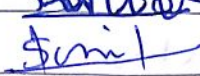
- 1) To read & approve the minutes, & Action taken report of previous meeting.
- 2) Review the admission status of FY, SY B.Com & PG.
- 3) To Plan the online lectures for FY B.Com & Sem PG.
- 3) To update the documentation as per NAAC guidelines.
- 4) To Conduct online counselling sessions for FY B.Com & M.Com.
- 5) To ~~conduct~~ Conduct online seminar on Value Education.
- 6) To update the alumni list.
- 7) To appoint the staff for academic year.

Date - 9/10/2021


Dr. S. R. Pagare

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Asgude
- 3) Prof. R. A. Jadhav
- 4) Prof. A. S. Dhanavte
- 5) Prof. S. S. Gunjal.



MINUTES / PROCEEDINGS

Departmental meeting was conducted in Commerce Dept on Monday 11th October 2021. All faculty members were present for the meeting. Following are the minutes of the same:

- 1) Dr. S. L. Asgude read the notice & agenda of the

- meeting.
- 2) Prof. R.A. Tadhar read the minutes & action taken report of previous meeting.
 - 3) The minutes of previous meeting & ATR was approved by all faculty members.
 - 4) The admission status was discussed. Few seats were vacant in FY & the process of admissions in SY was in progress. Admissions to m-com part II were also in progress. As the result of SY is not yet declared, admission process of TY has not started.
 - 5) It was decided to conduct online Principal's address, welcome function & addressing of NSS, mentoring & Comprehensive Exam cells for the students of F.Y.Bcom in coming week.
 - 6) It was also decided to commence online lectures for FYBcom & mcom I. in coming week.
 - 7) All documentation required for NAAC process to be updated regularly.
 - 8) Prof. Pachore & Prof. Kapse had resigned & so the reasons were discussed for the same. It was decided to intimate office regarding the vacancies.
 - 9) The alumni list of department was discussed & needed to be updated.
 - 10) It was decided to get trained in new eysis software with the guidance of Prof. Badhane.
 - 11) Research work to be promoted among the PG-students.
 - 12) Faculty members should increase their publication & complete doctoral research.
 - 13) Attempts to be made for making MoU's with other reputed institutions & keep

them active.

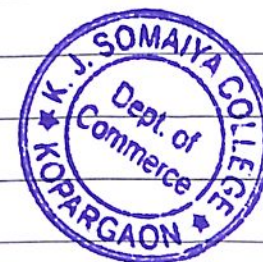
- 14) Academic & extra-curricular activities to be planned at earliest, was decided.
- 15) Prof. S.S. Gunjal joined the dept. on 6th Oct. He was welcomed.

Dr. S.L. Argade proposed Vote of thanks. Following teachers were present for the meeting.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Argade
- 3) Prof. R.A. Tadhar
- 4) Prof. A.S. Dhanawle
- 5) Prof. S.S. Gunjal

Date - 11/10/2021.

Dr. S.R. Pagare.
Head, Commerce
Department
K. J. Somaiya College, Kopergaon



Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon

ACTION TAKEN REPORT FOR MEETING NO-3

- 1) Timetable for all online classes of UG & PG was prepared & circulated among the students. Lectures were taken strictly according to the time table.
- 2) Three new faculties were appointed.
- 3) Alumni list of department was updated as per NAAC guidelines.
- 4) Prof. Tadhar was felicitated for being awarded with P.H.D degree.
- 5) Lecture of Mr. Yasin Shaikh was conducted on 23/12/2021.
- 6) MOU with Dixsha Computers was signed in last week of December 2021.

2021-22

MEETING NO 4

NOTICE

07/01/2022

Departmental meeting is Scheduled on 10th Jan 2022 in Commerce Department to discuss the following agenda at 11:00 am.

AGENDA

- 1) To read & approve the minutes & action taken report of meeting No 3.
- 2) To Plan the online lectures due to lockdown imposed in Jan.
- 3) To Conduct online events Such as webinars for students.
- 4) To Complete the syllabus for Semester 1, 3 & 5 of UG & PG.

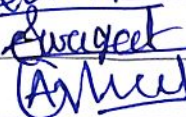
Date-07/01/2022

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Argase
- 3) Dr. R. A. Jadhav
- 4) Prof. A. S. Dhaware
- 5) Prof. S. S. Gunjal
- 6) Prof. Swagat Randhio
- 7) Prof. Mrs. Sonali Avhad










Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

MINUTES / PROCEEDINGS

Departmental meeting was Conducted in commerce dept on Monday, 10th Jan 2022, 11:00 am. All faculty members in the dept were present for the meeting. Following are the minutes of the same:

- 1) Dr. R. A. Jadhav read the notice & agenda of the meeting
- 3) Dr. S. L. Argase read the minutes & action taken report of Previous meeting
- 4) The minutes & ATR of Previous meetings was approved by all the faculty members.

5) As the fresh lockdown is imposed in Jan-22, the online lecture plan was discussed & daily 3 lectures of each class of UG & PG were planned.

6) Faculties were encouraged to motivate all students online or by telephones regarding attendance for online lectures.

7) Syllabus for Semester 1, 3 & 5 of U-G & PG classes was reviewed & was satisfactory.

8) It was unanimously decided to see that maximum students fill their exam forms.

9) Online Counselling sessions & webinars for students were planned.

10) Soft skill programme for TY student & internship for TY students was discussed.

11) It was decided to complete the NAAC documentation regularly & update it.

Dr. S. L. Argaade presented vote of thanks. Following teachers were present for the meeting.

Dr. S. R. Pagare

Dr. S. L. Argaade

Dr. R. A. Jadhav

Prof. A. S. Dhanavte

Prof. S. S. Gunjal

Prof. Swagat Randhir

Prof. Mrs. S. Awhad

Date - 10/01/2022

Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

ACTION TAKEN REPORT FOR MEETING NO. 4.

1) During lockdown of Jan-22, online lectures were taken as per timetable by all faculties regularly.

2) Students not attending online lectures were personally telephoned & were told to attend the lectures.

3) Offline lectures began from 1st Feb 2022. Soft skill Programme for students of TY BCom was organised from 8th to 10th Feb. 2022. 198 students participated in this Programme.

4) Documentation for NAAC as per IQAC guidelines was updated.

① Dr. S. R. Pagare

② Dr. S. L. Argaade

③ Dr. R. A. Jadhav

④ Prof. A. S. Dhanavte

⑤ Prof. S. S. Gunjal

⑥ Prof. Swagat Randhir

⑦ Prof. Mrs. S. Awhad

Date - 19/3/2022

Dr. S. R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon

2021-22

MEETING No-5

NOTICE

21/3/2022

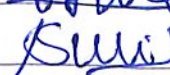
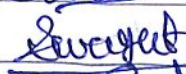
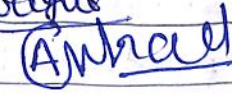
Departmental meeting is scheduled on Wednesday 23rd March 2022 at 12:15 pm in Commerce Department to transact the following business:

AGENDA

- 1) to read and approve the minutes & action taken report of previous meeting.
- 2) Syllabus Completion review
- 3) Library requirement for Semester 6
- 4) Review of Internship Programme
- 5) Project works for PG Semester 4.
- 6) NAAC Record documentation status.
- 7) students online feedback status
- 8) Alumni list of Commerce faculty - status
- 9) Any other issue with Prior Permission of HOD.

Date - 21/3/2022


Dr. S.R. Pagare
Head
Department of Commerce
K. J. Somaiya College, Kopergaon

- 1) Dr. S.R. Pagare 
- 2) Dr. S.L. Asgaonkar 
- 3) Dr. R.A. Jadhav 
- 4) Prof. A.S. Dhanavate 
- 5) Prof. S.S. Gunjal 
- 6) Prof. Swagat Randhir 
- 7) Prof. Mrs. Sonali Avhad 

MINUTES / PROCEEDINGS

Departmental meeting was conducted on Wednesday 23/3/22 at 12:15 pm in Commerce department. All faculty members

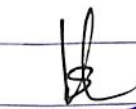
were present for the meeting. Following are the minutes of the same:

- 1) Dr. S.L. Argahe read the notice and agenda of the meeting.
- 2) Dr. R.A. Jadhav read the minutes of previous meeting and action taken report of the same.
- 3) The minutes and action taken report of previous meeting were approved by all the faculty members.
- 4) Requirement of books in library was discussed for Semester VI of T.Y.B.Com. It was decided to discuss the issue with the librarian & take updates.
- 5) Syllabus completion status was discussed & it was found that all subject teachers are doing well & the syllabus is under control at this stage. It was also decided to complete the syllabus before the end of current academic year as usual.
- 6) Students' internship schedule & its process was discussed. All students of TYBCom should submit their proposals to the department. The required documents for submission by students to the internship provider were prepared & posted to the whatsapp groups.
- 7) The project work for semester 4 of M.Com in both groups was discussed & the subjects were allotted to students.
- 8) The record in department is updated regularly for NAAC purpose. The various documents were discussed.
- 9) Online feedback by students on college website was decided to be encouraged.

- 5) Alumni list of department is also updated regularly. Prof. A.S. Dhanavte proposed vote of thanks.
- Following teachers were present for the meeting.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Argahe
- 3) Dr. R.A. Jadhav
- 4) Prof. A.S. Dhanavte
- 5) Prof. S.S. Gunjal
- 6) Prof. Swagat Randhir
- 7) Prof. Mrs. Sonali Avhad

Date - 23rd March 2022


Dr. S.R. Pagare

K. J. Somaiya College, Kopergaon

ACTION TAKEN REPORT FOR MEETING NO-5.

- 1) The issue of books in semester VI was discussed with the librarian & it was found that there is a sufficient number stock of books for the concerned subjects. Librarian was requested to increase the number of books considering the student strength of TYBCom after discussion with Principal.
- 2) Almost all students of TYBCom submitted their proposals of internship with required details.
- 3) Students of M.Com Semester IV are guided regularly by their teacher guides regarding completion of project work.
- 4) Syllabus completion status was discussed and all teachers were on the verge of completion.

2021-22

MEETING NO-6

25/5/2022

NOTICE

The year end meeting of Commerce department is scheduled on Thursday 26th May 2022 in Commerce department at 10:00 am to transact the following agenda.

AGENDA

- 1) To read and approve the minutes and action taken report of Previous meeting.
- 2) Submission of syllabus completion reports
- 3) Internship Programme documentation
- 4) Planning for next academic year
- 5) Requirement of additional staff for UG & PG classes.
- 6) Status of NAAC documentation, Alumni registration & students feedback.

[Signature]

Dr. S.R. Pagare
Head

Department of Commerce
K. J. Somaiya College, Kopergaon

Date: 25/05/2022

Dr. S.R. Pagare

Dr. S.L. Argahe

Dr. R.A. Jadhav

Prof. A.S. Dhanavte

Prof. S.S. Gungul

Prof. Swagat Randhik

Prof. Mrs. Sonali Avhad

MINUTES / PROCEEDINGS

The year end departmental meeting of Commerce was held in Commerce department on Thursday 26/5/2022 at

before the end of academic year.
5) Documentation for NAAC was updated.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Argahe
- 3) Dr. R.A. Jadhav
- 4) Prof. A.S. Dhanavte
- 5) Prof. S.S. Gungul
- 6) Prof. Swagat Randhik
- 7) Prof. Mrs. Sonali Avhad

Date: 25/5/2022.

[Signature]
Head
Department of Commerce
K. J. Somaiya College, Kopergaon



[Signature]
Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon

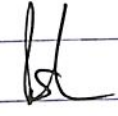
10:00 am. All department teachers in the department were present for the meeting. Following are the minutes of the same:-

- 1) Dr. R. A. Jadhav read the notice and agenda of the meeting.
- 2) Prof. A. S. Dhanavte read the minutes of the previous meeting and its action taken report. Both were approved by all the faculty members.
- 3) All Subject teachers Submitted their syllabus Completion report in a prescribed format.
- 4) All documentation of internship programme was discussed and its submission was to be checked.
- 5) The academic Planning for academic year 2022-23 was discussed.
- 6) The requirement of additional staff as per work load was discussed & it was decided to discuss the same with Principal.
- 7) Status of NAAC documentation was discussed.
- 8) Status of Alumni registration was discussed.
- 9) Status of online students feedback was discussed.

Dr. S. L. Aragade proposed Vote of thanks

- Following teachers were present for the meeting:
- 1) Dr. S. R. Pagare
 - 2) Dr. S. L. Aragade
 - 3) Dr. R. A. Jadhav
 - 4) Prof. A. S. Dhanavte
 - 5) Prof. S. S. Gunjal
 - 6) Prof. Swagat Randhir
 - 7) Prof. Mrs. Sonali Avhad

Date: 25/05/2022


Dr. S. R. Pagare
Department of Commerce
K. J. Somaiya College, Kopergaon

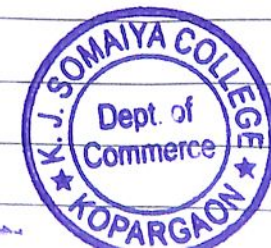
ACTION TAKEN REPORT FOR MEETING NO: 6.

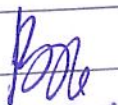
- 1) Syllabus Completion reports of all subject teachers in the department were submitted to IQAC in prescribed format.
- 2) All documents of internship Completed were collected from the students & Verified.
- 3) Requirement of three additional staff for UG & PG was informed to the registrar & principal.
- 4) Academic Plan was prepared for academic year 22-23 tentatively.
- 5) All documents for NAAC were updated & verified by IQAC & Principal.
- 6) Online students feedback was administered & found satisfactory.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Aragade
- 3) Dr. R. A. Jadhav
- 4) Prof. A. S. Dhanavte
- 5) Prof. S. S. Gunjal
- 6) Prof. Swagat Randhir
- 7) Prof. Mrs. Sonali Avhad

Date: 26/05/2022


Head
Department of Commerce
K. J. Somaiya College, Kopergaon




Principal
K. J. Somaiya College of Arts
Commerce & Science, Kopergaon

2022-23

MEETING No. 1

NOTICE

22/6/2022

The first departmental meeting of academic year 22-23 is scheduled on Saturday 25th June 2022 in the Commerce dept. at 11:30 am. to discuss the following agenda.

AGENDA

- 1) To Plan the activities of new academic year
- 2) To review the admission process of all classes.
- 3) Documentation of NAAC & Research center activities.
- 4) To plan the mentoring activities.
- 5) To review the Subject distribution & staff requirement

1) Dr. S.R. Pagare

2) Dr. S.L. Asgade

3) Dr. R.A. Jadhav

4) Prof. A.S. Dhanante

5) Prof. S.S. Gunjal

6) Prof. S.A. Randhira

7) Prof. Mrs. S.V. Avhad

8) Prof. M.R. Malvade.

Date: 22/6/2022

Dr. S.R. Pagare.

MINUTES

The first meeting of academic year 2022-23 was held in Commerce Dept on Saturday 25/6/2022, 11:30 am. All teachers in the department were present for the meeting. Following are the minutes of the same:

- 1) Prof. Dr. S.R. Pagare, Head of Dept welcomed all the teachers & gave a key note address.
- 2) Prof. Dr. S.L. Asgade read the minutes of previous

meeting and its action taken report. Both were approved by all the teachers.

- 3) All teachers expressed their views for the activities to be performed in current academic year.
 - 4) Subject distribution was done unanimously & teachers agreed to prepare the time table according to it.
 - 5) It was decided to make revision in the content (syllabus) of both Certificate Courses run by the dept.
 - 6) It was decided to update the documentation of NAAC as per the guidelines of IQAC.
 - 7) Additional staff requirement was discussed.
 - 8) Teaching plan to be prepared by all subject teachers was finalized.
- Prof. Dr. R. A. Jadhav proposed Vote of thanks.
- Following teachers attended the meeting.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Aagade
- 3) Dr. R. A. Jadhav
- 4) Prof. A. S. Dhanavate
- 5) Prof. S. S. Gungaj
- 6) Prof. S. A. Randhiz
- 7) Prof. Mrs. S. V. Avhad
- 8) Prof. M. R. Malvade.

Date: 25/8/2022

Dr. S. R. Pagare

ACTION TAKEN REPORT FOR MEETING NO-1

- 1) Teaching Plans and Time tables were prepared by all the Subject teachers & the classes were conducted accordingly.
- 2) All documents were updated as per the requirement of NAAC Criteria & guidelines of IQAC.
- 3) Mentoring Plan was prepared & the activities were run accordingly by the respective mentors.
- 4) Revision of syllabus for the Certificate Course in office Automation & Tax Advisor was undertaken & completed.

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Aagade
- 3) Dr. R. A. Jadhav
- 4) Prof. A. S. Dhanavate
- 5) Prof. S. S. Gungaj
- 6) Prof. S. A. Randhiz
- 7) Prof. Mrs. S. V. Avhad
- 8) Prof. M. R. Malvade

Date: 11/10/2022.

2022-23

NOTICE OF MEETING NO: 2

The Second meeting of academic year 2022-23 is scheduled on Wednesday 12th October 2022 in Dept of Commerce at 11:45 am. to discuss the following agenda.

AGENDA

- 1) To read and approve the minutes of Previous meeting
- 2) Discuss the syllabus Completion of 1st term.
- 3) Documentation of NAAC files.
- 4) Discussion on contesting BOS elections by faculty members
- 5) Felicitation of Dr. S. L. Aagade for promotion as 'Professor'
- 6) Any other Subject with Prior Permission of Dept Head.

1) Dr. S. R. Pagare

2) Dr. S. L. Aagade

3) Dr. R. A. Jadhav

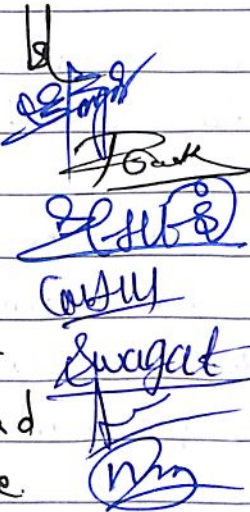
4) Prof. A. S. Dhanavate

5) Prof. S. S. Gunjal

6) Prof. S. A. Randhwa

7) Prof. Mrs. S. V. Avhad

8) Prof. M. R. Malvade



Date - 9th October 2022

MINUTES / PROCEEDINGS

The First term end meeting for academic year 2022-23 was held in Commerce Dept. on 12/10/2022, 11:45 am. All teachers in the department were Present for the meeting. Following are the minutes of the Same meeting:

- 1) Dr. R. A. Jadhav read the minutes of Previous meeting and were approved.
- 2) The status of syllabus Completion was discussed and

it was found that all subjects teaching is as per the teaching plan.

- 3) It was decided to make use of Smart boards & PPT's for making teaching more effective.
 - 4) Dr. S.L. Aragade was felicitated for being promoted as professor under CAS.
 - 5) The forthcoming elections to various BOS in SPPU were also discussed.
 - 6) It was decided to speed up the documentation of various files for NAAC as per the guidelines of IQAC.
 - 7) The Certificate course & its syllabi & teaching were discussed which was found satisfactory.
 - 8) The faculty members decided to organize various guest lectures in coming term.
- Prof. M.A. Malvade proposed vote of thanks. Following teachers were present for the meeting

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Aragade
- 3) Dr. R.A. Jadhav
- 4) Prof. A.S. Dhanavate
- 5) Prof. S.S. Gunjal
- 6) Prof. S.A. Randhir
- 7) Prof. Mrs. S.V. Avhad
- 8) Prof. M.A. Malvade

ACTION TAKEN REPORT FOR MEETING No: 2

- 1) All faculties have increased the use of Smart boards and PPT for teaching.
- 2) Dr. S.R. Pagare filed the nomination for Bus Elections at SPPU from Cost & Works Accounting board.
- 3) Soft skill & Personality development Program was organised for the students of T.Y. B.Com.
- 4) 74 Students Participated & Completed Certificate Course in office Automation.
- 5) 109 students Successfully Completed Certificate Course in Tax Advisor.
- 6) Commerce Association was inaugurated by Principal.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Aragade
- 3) Dr. R.A. Jadhav
- 4) Prof. A.S. Dhanavate
- 5) Prof. S.S. Gunjal
- 6) Prof. S.A. Randhir
- 7) Prof. Mrs. S.V. Avhad
- 8) Prof. M.A. Malvade.

Date: 27/12/2022.

~~MINUTES / PROCEEDINGS~~

~~Dr.~~

2022-23

MEETING NO. 3 - NOTICE

The first meeting of Second term & the third meeting of Commerce department is scheduled on 28th December 2022 in the dept at 12:15 p.m. All faculty members in the dept should attend the meeting to discuss the following agenda.

AGENDA.

- 1) Organisation of events in second term.
- 2) Internship for the students of T.Y.B.Com
- 3) organising K.B. Rohmare Lecture Series in Finance.
- 4) organising guest lectures under Commerce Association & MoU, Inauguration of research Center.
- 5) Document updation for the process of NAAC.
- 6) Publication of faculties.
- 7) Any other Subject with the Prior Permission of Head.

1) Dr. S.R. Pagare

2) Dr. S.L. Argade

3) Dr. R.A. Jadhav

4) Prof. A.S. Dhanarte

5) Prof. S.S. Gunjal

6) Prof. S.A. Randhira

7) Prof. Mrs. S.V. Avhad

8) Prof. M.A. Malvade.

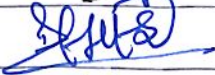
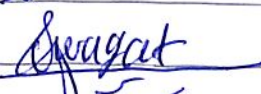
Date: 27/12/2022.

MINUTES / PROCEEDINGS

The first meeting of Second term in the academic year 2022-23 was organised on 28/12/2022 in the

Commerce department at 12:15 pm. All faculty members were present for the meeting. Following are the minutes of the same:

- 1) Prof. A.S. Dhanavate read the minutes and action taken report of previous meeting & same were approved.
 - 2) Various events & resource person were finalised for the term, alongwith inaugural of research center.
 - 3) It was decided to organise a guest lecture on G-20.
 - 4) It was also resolved to organise Late. K.B. Rohamare lecture series in finance in March 2023 & Commerce festival in April 2023.
 - 5) Faculties discussed on writing & publishing the research articles, papers & books.
- Prof. Mrs. S.V. Avhad Presented Vote of thanks.
- Following members were present for the meeting:

- | | |
|--------------------------|---|
| 1) Dr. S.R. Pagare |  |
| 2) Dr. S.L. Argade |  |
| 3) Dr. R.A. Tadhar |  |
| 4) Prof. A.S. Dhanavate |  |
| 5) Prof. S.S. Gunjal |  |
| 6) Prof. S.A. Randhir |  |
| 7) Prof. Mrs. S.V. Avhad |  |
| 8) Prof. M.A. Malvade |  |

Date: 28/12/2022

ACTION Taken Report for meeting NO: 3.

- 1) A Lecture on the theme of 'G-20 & India's Presidency' was organised on 20th march 2023. Prof. Mrs. Harsha Goyal was the resource person for the same.
- 2) Late. K.B. Rohamaze Lecture Series in Finance was organised in march 2023
- 3) Internship & Project work was Completed by 203 & 98 students respectively.
- 4) Research Centre was inaugurated in Feb. 2023
- 5) Faculty Published 2 reference books & Seven research Papers in journals & Conference Proceedings
- 6) First round of interviews of research Scholars was Conducted Successfully.

1) Dr. S.R. Pagare

2) Dr. S.L. Argahe

3) Dr. R.A. Jadhav.

4) Prof. A.S. Dhanante

5) Prof. S.S. Gunjal

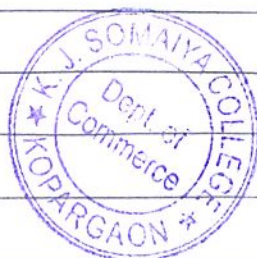
6) Prof. S.A. Randhio

7) Prof. Mrs. S.V. Avhad

8) Prof. Mr. A. Malvade.



Date: 17/4/2023.



2022-23

MEETING NO: 4,

NOTICE.

The Second term end meeting of academic year 2022-23 is scheduled on Thursday 20th April 2023 at 11:30 am in the Commerce department. All teachers in Commerce dept should attend the Same to transact the following agenda.

AGENDA.

- 1) To review the status of Syllabus Completion.
- 2) Preparation of marklist of internships.
- 3) Felicitation of Dr. S. R. Pagare & Dr. R. A. Jadhav.
- 4) Documentation of NAAC files & research center files.
- 5) Any other subject with the prior permission of HOD.

Date: 17th April 2023

- 1) Dr. S. R. Pagare
- 2) Dr. S. L. Argade
- 3) Dr. R. A. Jadhav
- 4) Prof. A. S. Dhanavte
- 5) Prof. S. S. Gungul
- 6) Prof. S. A. Randhir
- 7) Prof. Mrs. S. V. Avhad
- 8) Prof. M. A. Malvade.



MINUTES / PROCEEDINGS.

The Second term end meeting of academic year 2022-23 was conducted in Commerce dept. at 11:30 am on Thursday 20th April 2023. All faculties in the department attended the meeting & participated in

the deliberations during the meeting. Following are the minutes of the same:

- 1) Prof. S.S. Gunjal read the minutes and action taken report of the previous meeting, and the same was approved.
- 2) Dr. S.R. Pagare was felicitated for being elected to the BOS of SPPU in Subject of Cost & Works Accounting.
- 3) Dr. R.A. Tadhar was felicitated for being Promoted to 'Associate Professor' under CAS on 31/12/2022.
- 4) Dr. R.A. Tadhar was also Congratulated for being appointed as Co-ordinator of International MoU, Phillipines.
- 5) Syllabus was on the verge of Completion by all Subject teachers.
- 6) Marksheet for Internship to be prepared was decided.
- 7) updation of records in NAAC files was in Progress.
- 8) All faculties agreed to complete the documentation & work for exams of SPPU to be conducted in coming months.
- 9) The activities of research center were in Progress & Satisfactory.

Prof. Dr. S.R. Pagare proposed Vote of Thanks.

- 1) Dr. S.R. Pagare
- 2) Dr. S.L. Asgade
- 3) Dr. R.A. Tadhar
- 4) Prof. A.S. Dhanavte
- 5) Prof. S.S. Gunjal
- 6) Prof. S.A. Randhir
- 7) Prof. Mrs. S.V. Arhade
- 8) Prof. M.A. Malvade.

Date - 20/04/2023.



Principal
K.J. Somaiya College of Arts
Kopergaon