



**ST PAULS INSTITUTE OF COMMUNICATION EDUCATION FOR WOMEN  
(Affiliated to the University of Mumbai)**

**24<sup>th</sup> Road, Bandra (W), Mumbai 400 050 Tel: 022-26435709**

**E-mail: [director@stpaulsice.com](mailto:director@stpaulsice.com)/ Web: [mum.stpaulscollege.edu.in](http://mum.stpaulscollege.edu.in)**

**Date: 17<sup>th</sup> July 2022**

**Minutes of the Meeting**

The IQAC department of St Pauls Institute of Communication & Education for Women organized a meeting on 14<sup>th</sup> July 2022 at 2.00 pm in conference room. Following points were discussed.

**Agenda:**

- 1) To review academic plans, budgets**  
Academic Calendar was prepared after joint discussion with student council & Course Coordinators for academic year.
- 2) Review & discuss on mentor-mentee issues**  
As a routine practice mentor mentee issues were discussed & measures were taken such as installation of A/C in classrooms, online teaching tools etc.
- 3) Plan ,discuss NSS activities and industrial visits.**  
Discussion took place on selection of NSS Camp location & Industrial Visit , Vendor for the same, budget etc.
- 4) Mid term exam commencement and supervision duty.**  
Discussion took place on dates for exam commencement, supervision chart.
- 5) Plan and discuss Mediathon Fest, budget, etc.**  
Discussion on sponsors, budget, MOU's with colleges for Fest , was discussed.

Fr (Dr) Plavendran Irudayasamy

Principal