Internal Quality Assurance Cell (IQAC)

Meeting: 16   **Date: December 05, 2022**

NOTICE

The second meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2022-2023 has been scheduled on the 13th of December, 2022 at 11.30 a.m. All the members are requested to make it convenient to attend the meeting.

Venue: Board Room Ground Floor.

The Agenda of the meeting is as follows.

AGENDA

Item No. 01. Confirmation and review of minutes of 15th IQAC meeting held on 11/07/2022.

Item No. 02. To review the plan of action for the academic year 2022-2023

Item No. 03. To decide an action plan to ensure maximum enrolment for MOOCs courses.

Item No. 04. Review of mentor/mentee scheme.

Item No. 05. Training and placement initiative.

Item No. 06. Planning about starting of new courses "AI and ML" and "AI and DS" from academic year 2023-24.

Item No. 07. Discussion on infrastructure improvement and staring SAP lab for SAP training to the students.

Item No. 08. Any other point with the permission of the Chairperson.

Prof. P. J. Salunke   Dr. Geeta S. Lathkar
Coordinator, IQAC   Chairperson, IQAC

Internal Quality Assurance Cell (IQAC)

Meeting: 16   Date: December 13, 2021

Minutes of the IQAC meeting held on December 13, 2022

Proceeding of meeting:

The second IQAC meeting was conducted on 13th December, 2022 at 11.30 a.m. to 2.00 p.m. in the ground floor meeting room.

Item No. 01. Confirmation and review of minutes of 15th IQAC meeting held on 11/07/2022. The Chairperson, asked the IQAC Coordinator to circulate the minutes of previous meeting held on 11/07/2022.

Item No. 02. The discussion is initiated by chairperson Dr. Geeta Lathkar. Initially discussion held about the plan of action for curricular and cocurricular activities to be carried out during the first half of 2023. The following plan of actions are decided for coming semester FH-2023.

- Planing of seminars/webinars and workshops in each department for students and faculty members as well.
- Enccouraging the students to participate in various online cerificate courses.
- Conduction of Internal Assesment Test/End semister theory/practical, oral examination.
- Planing of assesment and evaluation of examination.
- Initiating the plan for establishing incubation centre.
- Review of students feedback to take corective actions to fulfil deficiency observed if any.

Item No. 03. It is decided to encourage the students to register for various MOOCs courses such as nptel, coursera etc. It is decided that faculty members should address the students about benefits of completing these courses.
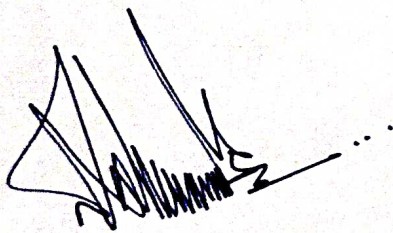
Item No. 04. A review of mentor/mentee system is carried out. It is decided to address the faculty members to pay attention to personal/academic related problems of each student under them. Chairperson Dr. Geeta Lathkar insisted on conduction of regular mentor-mentee meetings.

Item No. 05. Mr. Sanjay Jadhav, Training and Placement coordinator of the institution conducted meeting with each department placement coordinator to continue the internal traning to third year and final year students as an intiative to improve aptitute and soft skills of the students. Online mock interviews, webinars and campus drives are organized for the students in pandamic situation.

Item No. 06. Chairperson Dr. Geeta S. Lathkar initiated the discussion about starting of the new courses "AI and ML" and "AI and DS" from academic year 2023-24. She has also instructed to initiate the procedure of the application for the same.

Item No. 07. It is decided in meeting to set up the SAP lab for SAP training to the students. In order to set up the laboratory, it is decided to apply to "Edunate foundation".

The meeting ended with vote of thanks from the coordinator Prof. P. J. Salunke.

Prof. P. J. Salunke
Coordinator, IQAC

Dr. Geeta S. Lathkar
Chairperson, IQAC