Internal Quality Assurance Cell (IQAC)
Academic Year 2021 - 22

Minutes of 13th IQAC Meeting

Date: 03/08/2021

The 13th meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board room (Ground Floor) on Thursday, 22nd July 2021 at 3.00 PM followed by a online meeting with head of the departments on Saturday, 24th July 2021 at 4.45 PM.

Members Present: Dr. Vaishali Patil, Prof. Ravindra Joshi, Prof. Manjusha Amritkar, Prof. Yogita Narule, Prof. Deptii Choudhari, Prof. Anjali Jagtap, Prof. Rupali Yeole, Dr. S. M. Mahalakshmi Naidu, Dr. Ajitkumar Shitole, Dr. Risil Chhatrala, Prof. Sarang Saoji, Prof. Rakhi Wagh.

The chairperson, Dr. Vaishali Patil welcomed the members to the 13th IQAC meeting.

1. **Approval of agenda items:** Accepted.
2. **Review of 12th IQAC Meeting minutes:** IQAC Committee members have reviewed the minutes of 12th IQAC meeting.
3. **AICTE CII ranking and review of AICTE-CII survey metrics:** The Chairperson, Dr. Vaishali Patil highlighted that the Institute has been securing Gold ranking in AICTE-CII survey for the last three academic years, emphasized to improve on the quality metrics further aiming to secure Platinum Rank in the upcoming years.
4. **Monthly review of IQAC action plan:** To improve on the quality of teaching-learning and secure high in the ranking parameters which are linked to the student success, chairperson, Dr. Vaishali Patil suggested for an intermediate review of the IQAC action plans set to the departments at the start of each semester. This was resolved by the committee members and decided to have monthly review meeting of the same as an action taken.
5. **LinkedIn profiles and Mentor-Mentee Professional linkage:** The Chairperson, Dr. Vaishali Patil suggested to have a LinkedIn profiles for all students and faculty members and suggested further to all mentors to add their mentors to improve the mentor-mentee professional relationship and to better utilization of the LinkedIn platform. This was resolved to be adapted and informed to all the HoDs to communicate to the faculty mentors to add their mentees to their LinkedIn profile as an action taken. For all those faculty and student mentees who do not have the LinkedIn profiles created so far, IQAC Coordinator Dr. Mohan Mahalakshmi Naidu, suggested to have them LinkedIn profile created. This was as well resolved by the committee to take-up and conveyed to the HoDs as an action taken.
6. **Creating a central and departmental event calendar from Sem-I of AY 2021-22:** Chairperson, Dr. Vaishali Patil emphasized to have central and departmental event calendar to monitor all the events on a regular basis and proposed to start it from this academic year 20201-22 Semester-I. Committee members have resolved to adapt the proposal. As an action taken, Librarian, Dr. Rahul Viswe was given the task of preparing the event calendar and the Departmental IQAC Coordinators are made SPOC of providing the event details to Dr. Rahul Viswe. Chairperson and

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IQAC Coordinators will monitor progress of events through the calendar updates on a monthly basis.

7. **Schedule of IQAC academic audit for Sem-II of AY 2020-21:** IQAC Coordinator, Dr. Mohan Mahalakshmi Naidu suggested for scheduling the IQAC academic audit of Semester-II of AY 2020-21. The committee resolved on this to have the schedule from 23rd – 26th, August 2021. The same was approved by the Chairperson as an action taken and asked the IQAC Coordinator to bring out the notice for the audit schedule.

8. **Any other item with permission from chairperson:** With chairperson's permission, HoD of E&TC Department, Dr. Risil Chhatrala suggested to have think-tank meeting with prior notice. The Chairperson along with the committee members have resolved to have monthly meeting, probably on last Thursday of every month.

The meeting was concluded with a thank you note from the Chairperson.

3/8/21

Prepared by,
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Dr. Vaishali V. Patil
Chairperson