THE SECOND MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

(A. Y. 2016-17)

Date: 26.09.2016, Time: 2.00 P.M., Venue: Seminar Hall

AGENDA

1. Review of minutes of 1st IQAC Meeting

2. Action taken report on the decisions of the previous meeting

3. To work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic, administrative, research and extension activities on regular basis.

4. To decide about First National conference for Computer Engg. Department

5. To strengthen the Industry-Institute Interaction through Collaboration, Membership & MoU's

6. Strengthening of student associations and their participation in National Technical Events

7. To decide incorporate extension activities under the program of NSS

Ref No.: MMIT/IQAC/2016-17/   Date: 26/09/2016

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Second Meeting

Meeting 2 – 26.09.2016

The 2nd IQAC meeting for Academic Session 2016-17 is held on 26th September 2016. The following members attended the meeting.

S. No.	Name	Designation	Position
1.	Dr. W. Z. Gandhare	Principal, MMIT Lohgaon	Chair Person
2.	Prof. R. S. Patil	HoD, Mechanical Engineering	IQAC Coordinator
3.	Mr. D. S. Bhandari	Chairman, Coordination Committee	Member
4.	Mr. A. S. Pawar	Member, Coordination Committee	Member
5.	Mr. Anil Sugandhi	Industrialist	Member
6.	Dr. Shriram Nerlekar	Director, IMERT, Deccan, Pune	Member
7.	Prof. P. M. Daflapurkar	HoD, Computer Engineering	Member
8.	Prof. J. M. Bakliwal	HoD, E&TC Engineering	Member
9.	Prof. Dr. U. P. Moharil	HoD, Applied Sciences	Member
10.	Mr. D. V. Parbat	Registrar	Member
11.	Mr. A. K. Pawase	Hostel Rector	Member
12.	Mr. Nanasaheb Gadhave	President of Alumni Association	Member

The Chairperson Dr. W. Z. Gandhare welcomed the members for the second meeting of IQAC. The following points were discussed in the meeting:

Agenda1: Review of minutes of 1ˢᵗ IQAC Meeting

The minutes of the meeting held on 16/03/2016 are approved by the Council.

Agenda 2: Action taken report on the decisions of the previous meeting 1st IQAC Meeting

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	Mission, Vision and Core Values of Institution and all Departments	The Vision, Mission, and Core Values statements of Institution and Departments are finalized in the month of April to June 2016. The statements are approved by members of Management.
2,	Registration and organization of Alumni Meet	1ˢᵗ Alumni Meet was organized on 19/03/2016 and 223 alumni attended the meeting. The alumni designated the office bearers of the association. It is decided to register alumni association at the earliest.
3.	1ˢᵗ National Conference (Mechanical Department)	National Conference on Product Modeling, Simulation and Manufacturing (NCPSM'16) was organized by Mechanical Department on 9ᵗʰ -10ᵗʰ September 2016. 69 faculties and 136 students participated in a conference and 63 presented papers are published in Inpressco IJCET, USA Journal.
4.	Planning of Transport facility	Hire contract for two Buses (24 +1 seater capacity each) sanctioned by the members of Management and buses started the service from 27ᵗʰ June 2016.
5.	NSS activities	Activities like Tree plantation (1/07/2016), Blood Donation Camp (13/08/2016), Road Safety program (23/09/2016) etc. successfully conducted under NSS

Agenda 3: To work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic, administrative, research and extension activities on regular basis

Dr. W. Z. Gandhare, Chairperson of IQAC is emphasized on academic mechanism required for efficient and periodic progress. All committee members discussed the current status of administrative processes and recommended strongly the decentralization of academics and administrative activities. Members also stressed on enhancing teaching-learning process in various departments. Guardian faculty members need to attend personal problems of students along with their academic problems.

The members suggested designating Deans and functioning heads for Academics, Administrative, Students Affairs and Research and Development committees.

Agenda 4: To decide about First National conference for Computer Engg. Department

To continue the research culture, Chairperson and Coordinator proposed to organize 2nd Institutional and 1st Computer Engineering department's National Conference before the committee. Committee agreed to organize 1st National Conference in Computer Engineering Department.

Agenda 5: To strengthen the Industry Institute Interaction

Committee recommended increasing the frequency of Industrial visits, Expert lectures, Industrial exposure training from Industry persons, Membership & MoU's to explore the various practical aspects of industrial development to the students.

Agenda 6: Strengthening of students associations and their participation in National Technical Events

The Chairperson discussed the various aspects of strengthening of Students Association and Club activities to promote their participations in technical events.

Agenda 7: To incorporate extension activities under the program of NSS

Mr. Nanasaheb Gadhave, President of Alumni Association suggested organizing more extracurricular activities under NSS Club. All Committee members decided to plan more activities in National Social Scheme Special Camp such as Awareness about Digitization, Water harvesting, SWACH BHARAT ABHIYAN etc.

The conclusions of the meeting and proposed action plan (September'16– March'17):

1. It is decided to formulate Deans and functional heads for Academics, Administrative, Student Affairs and Research & Development (Dean Academics, Dean Administration, Dean Students Affairs and Dean R&D).

2. It is decided to conduct Second Institutional and First National Conference for Computer department on topics such as Cloud Computing, Internet of things, Networks and Communications and some recent advancement in embedded, computer Graphics etc. for promoting research culture.

3. Planning of more Industrial visits, Expert lectures, and Industrial exposure training to students.

4. It is decided to continue the participation of students in upcoming National technical events viz. BAJA 2017, Go-kart racing under Automotive Club, ROBOCON for strengthening of students associations.

5. It is decided to plan more activities under National Social Scheme Special Camp.

Prof. R. S. Patil, IQAC Coordinator informed the date for the next meeting and it is unanimously decided in the third week of March 2017. The meeting ended with a formal vote of thanks.