



Mahatma Gandhi Mission's College of Engineering and Technology,
Kamothe, Navi Mumbai

Internal Quality Assurance Cell (IQAC)

Meeting: 09

Date: July 07, 2020

NOTICE

The first meeting of the Internal Quality Assurance Committee (IQAC) for the academic year 2020-2021 is scheduled on the 14th July, 2020 at 11.30 a.m. in the online mode on google meet platform. All the members are requested to make it convenient to attend the online meeting.

The Agenda of the meeting is as follows.

AGENDA

- Item No. 01. Welcoming the members by the Chairperson and Self- introduction by all the members.
- Item No. 02. Objective and functions of IQAC for the academic year 2020-2021
- Item No. 03. Confirmation and review of minutes of 8th IQAC meeting held on 16/03/2020
- Item No. 04. Approval of Academic Calendar for the academic year 2020-2021
- Item No. 05. Accreditation- NAAC related activity.
- Item No. 06. Discussion with members about admission process.
- Item No. 07. Orientation program on revised syllabus Revision 2019 (C scheme)
- Item No. 08. Any other point with the permission of the Chairperson.

Prof. P. J. Salunke
Coordinator, IQAC

Dr. Geeta S. Lathkar
Chairperson, IQAC



Internal Quality Assurance Cell (IQAC)

Meeting: 09

Date: July 14, 2020

Minutes of the IQAC meeting held on July 14, 2020

Proceeding of meeting:

The first IQAC meeting was conducted on 14th July, 2020 at 11.30 a.m. to 2.30 p.m. in the online mode on google meet platform.

Item No. 01. Director and Chairperson, Dr. Geeta Lathkar welcomed all the members of IQAC. She briefed the members about IQAC and rationale behind forming the IQAC. Later, the members introduced themselves.

Item No. 02. The objectives, strategies and functions of the IQAC along with the benefits was presented to all the members by the coordinator Prof. P. J. Salunke. Reframing of certain functions was proposed by some members of the committee. Also, the members suggested that role of the NAAC and other Committee coordinators should be well defined and documented.

Item No. 03. Confirmation and review of minutes of 8th IQAC meeting held on 16/03/2020: The Chairperson Dr. Geeta Lathkar, asked the IQAC Coordinator to circulate the minutes of previous meeting held on 16/03/2020.

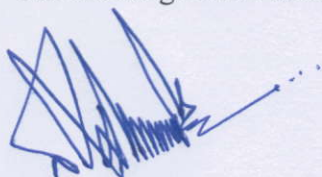
Item No. 04. Later the coordinator presented the Academic calender for SH-2020 prepared by the Dean Academics. The academic calender was approved by the members.

Item No. 05. NAAC activities – Preparing the data as per NAAC AQAR requirement and departments are instructed to study the excel formats of various criteria. This AQAR is to be submitted for the Academic Year 2019-20. All the criteria coordinators are instructed to prepare their respective criteria related data in order to upload on NAAC portal.

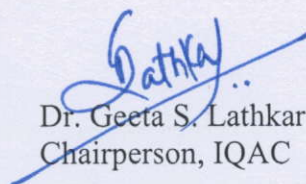
Item No. 06. Discussion is carried out about status of the first year admission and lateral entry. It is decided to form the admission committee to complete the process of admission.

Item No. 7. It is decided that faculty members should attend the orientation program on various courses of revised syllabus of R-2019 ('C' scheme).

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