

# Internal Quality Assurance Cell (IQAC)

## Notice

**Date: 12/08/2019**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 1<sup>st</sup> meeting of IQAC will be held as per scheduled in academic calendar 2019-20 on 14<sup>th</sup> August 2019, at 10.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ **Agenda**

- Confirmation of the minutes of the previous meeting.
- Reformation of IQAC.
- Discussion on Academic Calendar.
- Discussion on progress of NAAC work.
- Any other issues to be discuss with permission of Chairperson.
- Date of the next meeting.



  
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**PMT's ACSC**  
**Shevgaon**

## MINUTES OF THE MEETING

The 1<sup>st</sup> meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 12<sup>th</sup> August 2019 at 10.00 a.m. in IQAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

| Sr. No. | Agenda  | Resolution  |
|---------|---|---|
| 1       | To read and confirm the minutes of the last meeting | The minutes of the previous meeting were read by the coordinator and confirmed. As per the minutes of meeting the action taken report was briefly discussed in the meeting                  |
| 2       | Reformation of IQAC                                 | With permission of the chairman, it was decided to constitute revised committee of IQAC which will function from academic year 2019-20 and Mr. Sajed S. Patel will be the IQAC Coordinator. |
| 3       | Discussion on implementation Academic Calendar      | Academic calendar prepared by Academic committee and it was decided that all the activities to be conducted as per schedule given in the calendar.  |
| 4       | Discussion on progress of NAAC work                 | It was decided that NAAC steering committee should review the status of work compliance fortnightly.  |
| 5       | Date of the next meeting                            | It is unanimously decided to hold the next meeting of IQAC in second week of October as per academic calendar.  |



  
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# Internal Quality Assurance Cell (IQAC)

## Notice

**Date: 17/10/2019**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 2<sup>nd</sup> meeting of IQAC will be held as per scheduled in academic calendar 2019-20 on 18<sup>th</sup> October 2019, at 10.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ **Agenda**

- Confirmation of the minutes of the previous meeting.
- Review of syllabus of First Semester.
- To sign MoUs with various industries and institutes for internship and training.
- Discussion on Best Practices.
- Date of the next meeting.



  
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## MINUTES OF THE MEETING

The 2<sup>nd</sup> meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 18<sup>th</sup> October 2019 at 10.00 a.m. in IQAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

| Sr. No. | Agenda  | Resolution  |
|---------|---|---|
| 1       | Confirmation of the minutes of the previous meeting | The minutes of the previous meeting were read by the coordinator and unanimously confirmed. As per the minutes of meeting the action taken report was briefly discussed in the meeting. |
| 2       | Review of syllabus of First Semester                | It was decided that academic committee will take a review of syllabus completion of first semester and report it to the Principal.  |
| 3       | To sign MoUs with various industries and institutes | It was decided that various departments will sign MoUs with industries and other institutes for the purpose of internship, training, placement and research etc.                        |
| 4       | Discussion on Best Practices                        | The committee reviewed the best practices run in the college and appreciated them. The committee also recommended strengthening these practices.  |
| 5       | Date of the next meeting                            | It was unanimously decided that the next meeting of the IQAC will be held on 07 <sup>th</sup> December 2019.  |



  
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# Internal Quality Assurance Cell (IQAC)

## Notice

**Date: 05/12/2019**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 3<sup>rd</sup> meeting of IQAC will be held as per scheduled in academic calendar 2019-20 on 07<sup>th</sup> December 2019, at 10.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ **Agenda**

- Confirmation of the minutes of the previous meeting.
- Review of result of first semester.
- To organize activities in collaboration with industries and other institutes.
- To organize field visits and study tours.
- To discuss the plans to be worked out for academic year.
- Annual prize distribution & gathering.
- Any other issues to be discuss with permission of Chairperson.
- Date of the next meeting.



  
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## MINUTES OF THE MEETING

The 3<sup>rd</sup> meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 07<sup>th</sup> December 2019 at 10.00 a.m. in IQAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

| Sr. No. | Agenda   | Resolution   |
|---------|--|--|
| 1       | Confirmation of the minutes of the previous meeting                          | The minutes of the previous meeting were read by the coordinator and unanimously confirmed. As per the minutes of meeting the action taken report was briefly discussed in the meeting.  |
| 2       | Review of result of first semester   | It was decided that IQAC Coordinator and the Chairman of, Academic committee will review the department wise result of semester.   |
| 3       | To organize activities in collaboration with industries and other institutes | The principal instructed that all HoDs, and NSS to organize academic and extension activities in collaboration of other institutes and industries. It was decided that each department and NSS will conduct at least one collaborative activity.                 |
| 4       | To organize field visits and study tours                                     | As per the discussion in the meeting. It was decided that each department should arrange at least one study tour or field visit of students. The chairman Study Tour committee was given the responsibility to manage and arrange the thing for each department. |
| 5       | To discuss the plans to be worked out for academic year                      | It was decided that IQAC and Academic Committee will jointly prepare the perspective plan and detailed academic calendar for the academic year   |
| 6       | Annual prize distribution & gathering  | It was decided that the Annual cultural programme and prize distribution of the college will be organise during third week of December 2019 and Mr. Mohan B. Paratwagh will be the chairman.   |
| 7       | Date of the next meeting   | It was unanimously decided that the next meeting of the IQAC will be held on March 2020.   |



  
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# Internal Quality Assurance Cell (IQAC)

## Notice

Date: 15/04/2019

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 4<sup>th</sup> meeting of IQAC will be held on 15<sup>th</sup> April 2019, at 11.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ Agenda

- Confirmation of the minutes of the previous meeting.
- Review of syllabus of second term.
- To collect feedbacks, and to make feedback analysis report.
- NAAC preparation.
- Any other issues to be discuss with permission of Chairperson.
- Date of the next meeting.



*J.P.*  
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## MINUTES OF THE MEETING

The 4<sup>th</sup> meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 15<sup>th</sup> April 2019 at 11.00 a.m. in IQAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

| Sr. No. | Agenda  | Resolution   |
|---------|---|--|
| 1       | Confirmation of the minutes of the previous meeting           | The minutes of the previous meeting were read by the coordinator and unanimously confirmed. As per the minutes of meeting the action taken report was briefly discussed in the meeting.                          |
| 2       | Review of syllabus of second term                             | It was decided that academic committee will take a review of syllabus completion of second term and report it to the Principal.  |
| 3       | To collect feedbacks, and to make feedback analysis report    | It was decided that feedback committee should collect feedback on curriculum and other facilities available in the campus from stakeholders as per the requirement of NAAC and prepare an analysis report of it. |
| 4       | NAAC Preparation  | It was decided that to confirm the responsibility of Chairman and members for each criteria for the preparation of SSR.  |
| 5       | Any other issues to be discuss with permission of Chairperson | The principal asked the committee to prepare the plan of action for next academic year. The responsibility was given to the chairmen of the various committee and head of the departments.                       |
| 6       | Date of the next meeting                                      | It was unanimously decided that the next meeting of the IQAC will be held in the last week of June 2019.   |



  
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