Internal Quality Assurance Cell (IQAC)
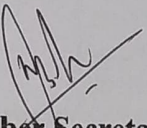
Agenda for 12th Meeting of IQAC
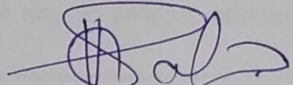
Date: 10 Jun 2022   **Venue: Board Room, ADCET, Ashta**

Agenda Item No 1	To conform the minutes on 11th meeting of IQAC held on 22/03/2022
Agenda Item No 2	To discuss research and development activity
Agenda Item No 3	To discuss budget allocation for the academic year 2022 - 23
Agenda Item No 4	To discuss training and placement statistics for academic year 2021 - 2022
Agenda Item No 5	To discuss on arranging workshop on quality assurance
Agenda Item No 6	To discuss on API Guidelines
Agenda Item No 7	Any other point with the permission of chair

Member Secretary   **Chairman**

Internal Quality Assurance Cell (IQAC)

Minutes of 12th Meeting of IQAC

Date: 10 Jun 2022   **Venue: Board Room, ADCET, Ashta**

Item No 1	To conform the minutes on 11th meeting of IQAC held on 22/03/2022
Discussion	The Dean Quality Assurance (Member Secretary) presented the Minutes of the 11th meeting of IQAC held on 22/03/2022 along with the actions taken based on the recommendations of the IQAC Cell and proposed to confirm the Minutes.
Resolution	The members resolved to confirm the Minutes of the 11th meeting of IQAC

Item No 2	To discuss research and development activity
Discussion	The Dean Research & Development presented the statistics Paper Publications in the Academic Year 2021 - 2022 in the journal and conferences.
Resolution	The members of IQAC noted the statistics of the research publications and resolved to conduct awareness programs to faculty members to write and communicate more papers in the research carried out at the institute and also to conduct awareness sessions on Patent Filing.

Item No 3	To discuss budget allocation for the academic year 2022 - 23
Discussion	The Dean Administration of the Institution presented the Institute Budget with the departmental budget request made and allocated under each head, the members discussed the allocations made and utilization of the last year.
Resolution	The members of IQAC noted the budget allocation for the academic year 2022 - 23

Item No 4	To discuss training and placement statistics for academic year 2021 - 2022
Discussion	The Dean Training and Placement presented to the members of the IQAC the Placement statistics of the Academic Year 2021 - 2022, and the action plan for the academic year 2022 - 2023.
Resolution	The IQAC members appreciated the efforts of Dean TPO for the efforts and results, the members suggested the policy for Internships for VIII Semester students in the academic year 2022 - 2023.

Item No 5	To discuss on arranging workshop on quality assurance
Discussion	The Dean Quality Assurance emphasized on the need for conducting an 03 - 05 Day workshop for Faculty Members on the significance of quality assurance, role of faculty in the accreditation and continuous improvement of the Institute. The members of IQAC had elaborate discussions and few suggestions were made regarding the same.
Resolution	The IQAC resolved to arrange a series of interactive sessions on quality assurance for the Faculty with the help of Dr. P. J. Kulkarni, AICTE Margadarshak.

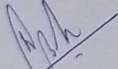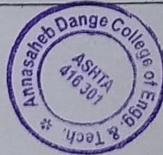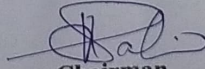| Item No 6	To discuss on API Guidelines
Discussion	The Dean Administration proposed the revised Annual Performance Indicator guidelines for the faculty members based on the AICTE 360^0 Feedback guidelines, the policy document was discussed in detail among the members of the IQAC.
Resolution	The IQAC resolved to forward the API Guidelines to the necessary approval.

Member Secretary

Chairman

Internal Quality Assurance Cell (IQAC)

Action Taken Report on 12th Meeting of IQAC held on 10 Jun 2022

Item No	Resolution	Action Taken
1	The members of IQAC noted the statistics of the research publications and resolved to conduct awareness programs to faculty members to write and communicate more papers in the research carried out at the institute and also to conduct awareness sessions on Patent Filing. (Agenda No 2)	• Faculty Members are encouraged to attend Patent Filing Workshops and the One Day Session to Students is planned under NIPAM
2	The IQAC members appreciated the efforts of Dean TPO for the efforts and results, the members suggested the policy for Internships for VIII Semester students in the academic year 2022 - 2023. (Agenda No 4)	• The Internship policy for the VIII Semester of the Academic Year 2022 - 2023 is framed with the objective to send maximum students for internship and to conduct lectures through online mode on weekends.
3	The IQAC resolved to arrange a series of interactive sessions on quality assurance for the Faculty with the help of Dr. P. J. Kulkarni, AICTE Margadarshak. (Agenda No 5)	• Interactive training sessions on the Quality Assurance and Accreditation process are arranged for all the departments through the Online Mode using MS teams.
4	The IQAC resolved to forward the API Guidelines to the necessary approval.	• The API guidelines are implemented and the processing of filling the API form is completed and the further process is to be carried out.

Member Secretary

Chairman