SKY IS THE LIMIT

IQAC NIM, Nashik

Minutes of the Meeting of 2011-12 held on 27th September 2011

Date: 27/09/2011   **Time:** 11:30 - 01:30
Venue: NIM, Nashik

Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting

2. To prepare academic calendar of the year

3. Design placement activities

4. Regarding academic and administrate audit

5. To plan budgetary provisions

6. Planning of academic and research activities

7. Any other relevant issues made by the IQAC members

Members Present:

1. Dr. Sudhir Huddedar, Chairperson

2. Hon. Vijay Kale, Management Representative

3. Mr. Shrirang Sarda, Industrial Expert

4. Dr. Preeti Kulkarni,IQAC coordinator

5. Mr. Ninad Panchakshari, Member

6. Mr.Nitin Pathare,Member

7. Dr.Suvarna Shinde, Member

8. Mr.Sandip Kajale,Member

9. Mr.Mangesh Yadav,Member

10. Mr. Pankaj Rajput,Student representative

11. Mr. Vinayak Mahajan,Student representative

IQAC Coordinator welcomed all and briefed the committee members about the agenda of the meeting.

IQAC members, after discussions made the following resolutions:

Agenda Item 1: Review of the Earlier Meeting:

The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda Item 2: To review report of the NAAC Peer Team and set strategies accordingly to fulfill the suggestion

Resolution: Review of report of NAAC Peer Team was done with discussions and critical evaluation. Further it was resolved to set out strategies for next five years and initiate compliance of the NAAC Peer Team recommendations.

    Proposed by: Dr. Sudhir Huddedar, Chairperson
    Seconded by: Dr. Preeti Kulkarni, IQAC coordinator

Agenda Item 3: To prepare academic calendar of the year

Resolution: The academic calendar should be revised by IQAC and circulated to the students

    Proposed by: Dr. Suvarna Shinde, Member
    Seconded by: Dr. Preeti Kulkarni, IQAC coordinator

Agenda Item 4: Placement activities

Resolution: As placement is a backbone of professional institutes' placement activity should be strengthened. The placement cell should arrange more placement sessions with the help of alumni. Seminar sessions and interactive sessions should be arranged for soft skill development and career guidance should be provided through professional agencies.

    Proposed by: Dr. Sudhir Huddedar, Chairperson
    Seconded by: Dr. Preeti Kulkarni,IQAC coordinator

Agenda Item 5: Academic and Administrator audit of the institute.

Resolution: The academic and administrative audit should be done and the financial audit be done.

> Proposed by: Mr. Ninad Panchakshari, Member
> Seconded by: Dr. Preeti Kulkarni, IQAC coordinator

Agenda Item 6 : Submission of proposals for Faculty Development Programs, Major, Minor Research projects and conference/ seminar/ workshop

Resolution: The institute should submit proposals for Faculty Development Programme (FDP) and Head of the departments should submit proposals for International, National, State level and University level conferences, workshops and seminars under quality improvement program. The faculty members shall submit proposals for Major-Minor research projects to different funding Agencies during academic year.

> Proposed by: Dr. Sudhir Huddedar, Chairperson
> Seconded by: Dr. Preeti Kulkarni,IQAC coordinator

Agenda Item 7: Develop plan for the next 5 years for NBA & NAAC

Resolution: Issues related with the Perspective plan had been discussed. The important issues and the items to be included were discussed. The IQAC committee recommended the coordinator to Chalk out the five year perspective plan of the institute for the purpose of development

> Proposed by: Dr. Sudhir Huddedar, Chairperson
> Seconded by: Dr. Preeti Kulkarni,IQAC coordinator

Agenda Item 8: Reformation of the IQAC composition

Resolution: Dr. Sudhir Huddedar, suggested changes in the IQAC Committee and after reviewing the names new committee has been formed.

Agenda Item 9: Any Other issues

Resolution: The IQAC coordinator suggested to introduce additional skill oriented, value loaded programs for the students and to conduct faculty development programs.

The vote of thanks was proposed by the coordinator

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Minutes of the Meeting of 2011-12 held on 10th Mar. 2012

Date: 10/03/2012   **Time:** 12:00 - 01:00
Venue: NIM, Nashik

Agenda of the Meeting:

1. To review and confirm the minutes of last meeting

2. Updating Institute Website

3. Professional development of support staff

4. Regarding internet Speed

5. To take note of awards received and extra ordinary activities

6. Regarding Feedback report of the departments

7. Any other relevant issues

Members Present:

1. Dr. Sudhir Huddedar, Chairperson

2. Hon. Vijay Kale, Management Representative

3. Mr. Shrirang Sarda, Industrial Expert

4. Dr. Preeti Kulkarni, IQAC coordinator

5. Mr. Ninad Panchakshari, Member

6. Mr.Nitin Pathare, Member

7. Dr.Suvarna Shinde, Member

8. Mr.Sandip Kajale, Member

9. Mr.Mangesh Yadav, Member

10. Mr. Pankaj Rajput, Student representative

11. Mr. Vinayak Mahajan, Student representative

IQAC Coordinator welcomed and briefed the committee members about the agenda.

Agenda Item 1: Review of the minutes of previous meeting was taken and the minutes of the meeting were approved.

IQAC took a note of the following issues that followed from the last meeting.

   Academic calendar prepared

   Placement activity

   Perspective plan

Agenda Item 2: Updating Institute Website

Resolution: Websites are useful to be communicated & connected, IQAC unanimously recommended to update the institute website

Agenda Item 3: Professional development of support staff

Resolution: The office staff is related with use of Microsoft Office, tally software's etc. It is the need of the day to train the staff. Hence IQAC recommended organizing workshops for the administrative staff. Further IQAC also recommended conducting workshop for support staff on handling of the computers, electric equipments and chemicals etc.

   Proposed by: Dr. Sudhir Huddedar, Chairperson
   Seconded by: Dr. Preeti Kulkarni,IQAC coordinator

Agenda Item 4: Regarding internet Speed

Resolution: The present internet speed is not sufficient for the institute. So it is necessary to increase the speed of internet and to upgrade the LAN Network of the Institute.

   Proposed by: Dr. Sudhir Huddedar, Chairperson
   Seconded by: Dr. Preeti Kulkarni,IQAC coordinator

Agenda Item 6: To take a note of awards received and other allied activities by students & faculty.

Resolution: Research Paper Presentation by the faculty, CSR & social support activities are taken into consideration.

Agenda Item 7: Regarding Feedback report of the departments

Resolution: The analysis of feedback reports was presented in the meeting of IQAC and outcomes were discussed

Agenda Item 8: Any other Issues

Mr. Nitin Pather suggested organizing CAS program in future

The vote of thanks was proposed by the coordinator