



Date:23/11/2018


NOTICE FOR FACULTY MEETING FOR INTERNAL QUALITY ASSURANCE CELL

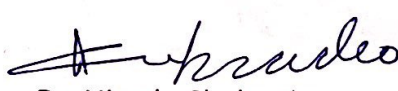
The meeting of all the teaching staff of Smt. Manoramabai Mundle College of Architecture, Nagpur is convened on 28th November 2018, Wednesday at 12 noon in Ground Floor Seminar room to constitute the Internal Quality Assurance Cell (IQAC) as per UGC/NAAC guidelines.

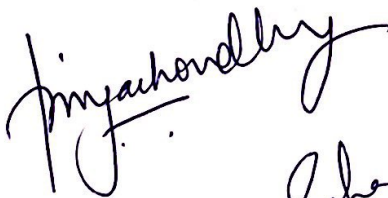
AGENDA OF THE MEETING

1. To merge the existing Academic Progress Committee with IQAC.
2. To discuss the role, working strategies and frequency of meetings of the IQAC.
3. To decide the responsibilities of the members of the IQAC.
4. Any other matter/s.

All the faculty members are requested to make it convenient to attend.


Dr. Madhura Rathod
(Co-ordinator IQAC)


Dr. Ujwala Chakradeo
(Principal)





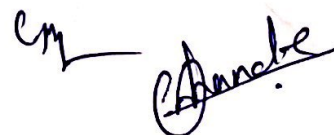














MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A meeting of teaching staff was held on Wednesday, Nov 28th 2018, at 12 noon in ground floor seminar hall to merge the existing Academic Progress Committee with the Internal Quality Assurance Cell (IQAC) as per UGC and NAAC guidelines.

Following members were present for the meeting:

Dr. Ujwala Chakradeo	Chairperson	
Dr. Shyamala Nair	Management Member	—
Prof. Pratima Dhoke	NAAC Coordinator	
Dr. Madhura Rathod	Co-Ordinator IQAC	
Dr. Priya Choudhary	Member	
Dr. Neeta Lambe	Member	
Dr. Sampada Peshwe	Member	
Dr. Roopal Deshpande	Member	
Prof. Sujata Godbole	Member	
Mr. Gajanan Pilpile	Administrative Officer	
Ar. Sneha Bodhankar	Alumni Cell Incharge	
Ms. Nidhi Joseph	Students' Council Representative	—
Ar. Sunil Degwekar	Member from Industry	

At the outset Honourable Principal welcomed all faculty members and the agenda of the meeting was taken up.

1. To merge the existing Academic Progress Committee with IQAC.

After discussions and valuable inputs from W.E.S management's the Secretary Dr. Shyamala Nair and faculty of Smt. Manoramabai Mundle College of Architecture, the existing academic progress committee was decided to be merged with Internal Quality Assurance Cell (IQAC). It was constituted to comply with NAAC guidelines for ensuring consistent, timely, quality performance for Higher Education System of the college and was resolved as follows:

"Resolved that the Internal Quality Assurance Cell (IQAC) with the following members be constituted as per the guidelines of UGC and Maharashtra Public Universities Act (Section 95)."

Constitution for SMMCA 2018-19:

Dr. Ujwala Chakradeo	Chairperson
Dr. Shyamala Nair	Management Member
Prof. Pratima Dhoke	NAAC Coordinator
Dr. Madhura Rathod	Co-Ordinator IQAC
Dr. Priya Choudhary	Member
Dr. Neeta Lambe	Member
Dr. Sampada Peshwe	Member
Dr. Roopal Deshpande	Member
Prof. Sujata Godbole	Member
Mr. Gajanan Pilpile	Administrative Officer
Ar. Sneha Bodhankar	Alumni Cell Incharge
Ms. Nidhi Joseph	Students' Council Representative
Ar. Sunil Degwekar	Member from Industry

The resolution was passed unanimously.

2. To discuss the role, working strategies and frequency of meetings of the IQAC.

The principal outlined the role, strategies and monitoring task of IQAC at length as per NAAC guidelines. It was decided that IQAC will meet once in each quarter of academic year.

The role of IQAC shall be :

- a) To propose various quality initiatives for enhancing academic and administrative excellence.
- b) To emphasize on establishing required working systems for academics & administrative performance of college.

“Resolved that the strategies, responsibilities and functioning of IQAC be in accordance with the NAAC guidelines and the cell shall meet once in every quarter.”

The resolution was passed unanimously.

3. To decide the responsibilities of the members of the IQAC:

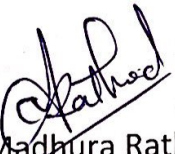
The responsibilities of all members were elaborated in the meeting. The role of stakeholders in enhancing quality of teaching -learning process, research & extension activities at SMMCA was discussed. It was also discussed further to strengthen relations with alumni is desirable. Alumni co-ordinator is supposed to plan activities in association with industry alumni for academic linkage.


“Resolved that the responsibility of each member be accepted.”

The resolution was passed unanimously.

4. Any other matter/s with the permission of the cell.

The meeting was concluded as there was no any other matter to be discussed.


Dr. Madhura Rathod
(Co-ordinator IQAC)


Dr. Ujwala Chakradeo
(Principal)

Place : SMMCA Campus , Nagpur


Date : 28/11/2018




Women's Education Society's
Smt. Manoramabai Mundle College of Architecture
L.A.D. College Campus, Seminary Hills, Nagpur-440006(M.S.)
Ph.:0712-2510208 Fax:0712-2512338
E-mail: admin.info.ladarch@gmail.com/admin@smmca.edu.in

Action Taken Report of First Meeting of Internal Quality Assurance Cell (IQAC) held on Wednesday, Nov 28th 2018, at 12 noon.

Sr.no	Resolution No	Action Taken
1	To merge the existing Academic Progress Committee with IQAC.	IQAC was constituted to improve the academic and administrative performance of the institution, and approved constitution be displayed on the website and college premise.
2	To discuss the role, working strategies and frequency of meetings of the IQAC.	To be followed as resolved
3	To decide the responsibilities of the members of the IQAC	Each member of IQAC has accepted the responsibility and are working towards it as resolved


Dr. Ujwala Chakradeo
(Principal)


Dr. Madhura Rathod
(Co-ordinator IQAC)

Place : SMMCA Campus , Nagpur
Date : 28/11/2018



Women's Education Society's
Smt. Manoramabai Mundle College of Architecture
L.A.D. College Campus, Seminary Hills, Nagpur-440006(M.S.)
Ph.:0712-2510208 Fax:0712-2512338
E-mail: admin.info.ladarch@gmail.com/admin@smmca.edu.in

Date:29/11/2018

ORDER

The IQAC as per UGC and NAAC is constituted for a period of two year w.e.f 28th November 2018

Chairperson: Dr. Ujwala Chakradeo

Representative of Management: Dr. Shyamala Nair

NAAC Coordinator: Prof. Pratima Dhoke

Teachers:

Dr. Priya Choudhary, Professor and Academic Head

Dr. Neeta Lambe, Associate Professor and Library In-charge

Dr. Sampada Peshwe, Associate Professor and Website Coordinator

Dr. Roopal Deshpande, Associate Professor and Students welfare In-charge

Prof. Sujata Godbole, Associate Professor and Exam Audit Incharge

Administrative Officer: Mr. Gajanan Pilpile

Mr. Vinod Thakur, University Coordinator

Mr. Anil Rajandekar, Senior Correspondent

Alumni In-Charge: Ar. Sneha Bodhankar, Assistant Professor

Students Representative: Nidhi Joseph, Student Council Representative

Nominee from Industry: Ar. Sunil Degwekar . Nagpur

Cordinator of the IQAC: Dr. Madhura Rathod


Dr. Madhura Rathod

(Co-ordinator IQAC)



Dr. Ujwala Chakradeo

(Principal)

Copy to:

1. All Concerned members
2. Academics Incharge
3. Administrative Incharge
4. Dr. Madhura Rathod, Coordinator, IQAC
5. Web Coordinator
6. Administrative Officer