



Date:06/02/2019

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 13th February 2019, Wednesday at 12 noon in Ground Floor Seminar room.

AGENDA OF THE MEETING

1. Review of minutes of 1st IQAC Meeting
2. Planning of work for NAAC and other activities for coming semester
3. Deciding the strategies for enhancing the quality of the Women's Day program and to make it more learning oriented.
4. Discussion on Sessional and RTMNU exam policies for Summer 2019
5. 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)

Srujanika
6/2/19
MR Mundle



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A meeting of teaching staff was held on Wednesday, February 13th 2019, at 12 noon in ground floor seminar hall.

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	

The IQAC Coordinator Dr. Madhura Rathod welcomed the members for the second meeting of IQAC. The following points were discussed in the meeting:

Agenda 1: Review of minutes of 1st IQAC Meeting

The minutes of the meeting held on 28/11/2018 were approved by the Council. The responsibilities accepted by committee members in 1st meeting were discussed and further line of action was finalised as per the NAAC requirements.

Agenda 2: Planning of work for NAAC and other activities for coming semester

The Principal outlined the role, strategies and monitoring task of NAAC as per the guidelines.

The meeting discussed at length on the intricacies involved in the process for applying before NAAC (National Assessment & Accreditation Council) for necessary accreditation.

“Resolved that the strategies, responsibilities and functioning of NAAC be in accordance with the guidelines. The NAAC committee decided to meet as per the requirement frequently.”

The resolution was passed unanimously.

Agenda 3: Deciding the strategies for enhancing the quality of the Women’s Day program and to make it more learning oriented.

The Women’s day celebration conducted till the year 2017-18 was enhanced by making it more learning oriented. The choice of the invitees for 2018- 19 was decided on the basis of their contribution in architecture profession. The choice of the Alumni to be felicitated was decided to be followed by her presentation for the benefit of present college students.

The responsibilities for Women’s day celebration were distributed among the team members. The awards and honours for students and teachers for the year 2018-19 were discussed in the presence of the Principal and the Administrative Officer.

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

The resolution was passed unanimously.

Agenda 4: Discussion on Sessional and RTMNU exam policies for summer 2019

The Exam In-charges were decided for college sessional exam and university examination of Summer 2019. The duties of the in-charge and co-incharge teachers were decided and were supported by non-teaching staffs.

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

The resolution was passed unanimously.

Agenda 5: 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 : 13/02/2019



Women's Education Society's
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Action Taken Report of Second Meeting of Internal Quality Assurance Cell (IQAC) held on Wednesday, Feb 13th 2019, at 12 noon.

Sr.no	Resolution No	Action Taken
1	Review of minutes of 1st IQAC Meeting	The minutes of the meeting held on 28/11/2018 were approved by the committee and action was taken as per the distribution of the responsibilities to each committee member.
2	Planning of work for NAAC and other activities for coming semester	The strategies, responsibilities and functioning of NAAC be in accordance with the guidelines and to be meticulously followed.
3	Deciding the strategies for enhancing the quality of the Women's Day program and to make it more learning oriented.	Each member has accepted the responsibility and should be working towards its fulfilment.
4	Sessional and RTMNU exam policies for summer 2019	Each member has accepted the responsibility and will be working towards it as per the college exam system and university norms for internal and university examination respectively.

Dr. Ujwala Chakradeo
(Principal)

Dr. Madhura Rathod
(Co-ordinator IQAC)

Place : SMMCA Campus , Nagpur

Date : 13/02/2019