



Date:27/09/2019


## 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 3<sup>rd</sup> Oct 2019, Thursday at 4 pm in Ground Floor Seminar room.


### AGENDA OF THE MEETING

1. Review of minutes of 3<sup>rd</sup> IQAC Meeting.
2. To review the status of Feedback system
3. To continue the Industry-Institute Interaction through Membership & MoU's.
4. To decide road map for NAAC SSR Preparation and final submission.
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)

  
Ar. Harpreet Kaur Saggu  
(Co-coordinator IQAC)







  
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### MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A meeting of teaching staff was held on Thursday, Oct 3<sup>rd</sup> 2019, at 4 pm 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	
Ar.Harpreet Kaur Saggi	Co-coordinator 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 In-charge	
Ms. Unnati Dhande	Students' Council Representative	
Ar. Sunil Degwekar	Member from Industry	

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

#### Agenda 1: Review of minutes of 3<sup>rd</sup> IQAC Meeting

The minutes of the meeting held on 17<sup>th</sup> June 2019 were read and approved by members. The Academic and Audit format as resolved in earlier meeting was directed to be conducted immediately. The working policies for odd semester were discussed once again for final implementation.



**Agenda 2: To review the status of Feedback system.**

The meeting members discussed on the earlier feedback system adopted by the college and decision was taken to have it online for next semester. The feedback received and action taken by the feedback incharge needs to be incorporated to improvise the feedback system.

***“Resolved that the system for feedback requires improvisation.”***

The resolution was passed unanimously.

**Agenda 3: To continue the Industry-Institute Interaction through Membership & MoU's.**

During the last semester discussions were held with different industrial authorities for having collaboration with the college. The members in the meeting had a discussion on deciding the policy for collaborative association with different allied fields so as to extend the platform for students to have exposure towards professional experience on site.

Decision was taken to encourage teachers of the college to have membership with different authorities and NGOs.

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

The resolution was passed unanimously.

**Agenda 4: To decide road map for NAAC SSR Preparation and final submission.**


The quantum of work done till date was discussed and further line of action towards compiling the work on targeted time was decided. The criterion members discussed and clarified their doubts. The responsibility of compiling the work was handed over to the NAAC coordinator.

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


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)

  
Ar. Harpreet Kaur Saggu  
(Co-coordinator IQAC)

  
Dr. Ujwala Chakradeo  
(Principal)

Place : SMMCA Campus , Nagpur

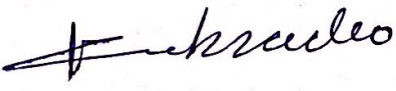
Date : 17/06 /2019

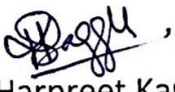



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Action Taken Report of Fourth Meeting of Internal Quality Assurance Cell (IQAC) held on Thursday, October 3<sup>rd</sup> 2019, at 4 pm.

Sr.no	Resolution No	Action Taken
1	Review of minutes of 3 <sup>rd</sup> IQAC Meeting	The minutes of the meeting held on 17/06/2019 are approved by the Committee. Academic and Administrative Audit format was approved.
2	To review the status of Feedback system	The process of conducting the feedback be improvised by feedback in-charge .
3	To continue the Industry-Institute Interaction through Membership & MoU's.	Each faculty was encouraged to have a collaboration and membership with different organizations for expanding the teaching learning platform.
4	To decide road map for NAAC SSR Preparation and final submission.	Every member of the NAAC team work exhaustively for compilation of NAAC document.

  
Dr. Ujwala Chakradeo  
(Principal)

  
Ar. Harpreet Kaur Saggu  
(Co-coordinator IQAC)

  
Dr. Madhura Rathod  
(Co-ordinator IQAC)

Place : SMMCA Campus , Nagpur  
Date : 3/10/2019