



Women's Education Society's
Smt. Manoramabai Mundle College of Architecture

L.A.D. College Campus, Seminary Hills, Nagpur-440006(M.S.)

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Date:10/01/2021, Friday

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 14th January 2021, Thursday at 11 am on Virtual platform of Microsoft team.

AGENDA OF THE MEETING

1. Review of previous odd semester and policy for final submission
2. Finalization of Design teams for upcoming even semester
3. Discussion on the Learning objectives and Design projects for the upcoming 4th and 6th semester
4. Important dates
5. Any other Matter/s

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

Dr. Madhura Rathod
(Co-ordinator, IQAC)

Principal
Smt. M.M. College of
Architecture, Nagpur

Dr. Ujwala Chakradeo
(Principal)

Ar. Harpreet 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, January 14th 2021, at 11 am on Virtual platform of Microsoft team.

Following members were present for the meeting:

Dr.UjwalaChakradeo	Chairperson	Present
Dr.Shyamala Nair	Management Member	Absent
Prof. Pratima Dhoke	NAAC Coordinator	Present
Dr. Madhura Rathod	Co-Ordinator IQAC	Present
Ar. Harpreet Kaur Saggu	Co-coordinator IQAC	Present
Dr. Priya Choudhary	Member	Present
Dr. Neeta Lambe	Member	Present
Dr. Sampada Peshwe	Member	Present
Dr. Roopal Deshpande	Member	Present
Dr. Sujata Godbole	Member	Present
Mr. Gajanan Pilpile	Administrative Officer	Absent
Ar. Sneha Bodhankar	Alumni Cell In-charge	Present
Ms. Mansi Singhania	Students' Council Representative	Absent
Ar. Sunil Degwekar	Member from Industry	Absent



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MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A meeting of teaching staff was held on Thursday, Jan 14th 2021, at 11am online Virtual platform of Microsoft team.

Agenda1: Review of previous odd semester and policy for final submission

1. It was decided in the meeting that, teachers, should start the marking of the received design Submissions of 3rd and 5th semester. Marks should be moderated across the section and the year. The corrections should be conveyed to students.
2. There will be an external Design viva for 7th semester students.
3. Teachers should ask students to incorporate corrections and keep their portfolios ready for University External Viva.

Resolved as:

Subject assessment to be adopted as per the system decided.

Agenda 2: Finalization of Design teams for upcoming even semester.

1st and 2nd semester

Section A: AP, PR, HS, SJ,
Section B: SP, R. Thakre, PS, AA.NM
Section C: MR, SA, MG, R.Tijare

4th semester

Design Mentor: Prof. Vijay Munshi
Section A: RD , SNB, IP
Section B: TD, SB, MP

6th Semester

Design Mentor: Prof. S.R.Marathe
Section A: SG, ST, SM, VY
Section B: PD, KT, Sneha M., NG
Section C: NL, AT, AB, MT

All Design Year coordinators and Class coordinators would continue to work in even semester 2021 also.

There would be one staff meeting every fortnight with Design Mentors of that semester wherein it is expected that teachers should work on the given project themselves before giving instructions to students. Design mentors will discuss the design solutions proposed by team members to improvise the instructions for students and overall up-gradation of design quality in the institution.

Resolved as:

Model solution to be attempted by teachers.

Agenda 3: Discussion on the Learning objectives and Design projects for the upcoming 4th and 6th semester.

1. In this semester, there won't be any common theme. Semester should have one short duration project (Minor project) and one long duration project(Major project).
2. It was discussed in the meeting that, 4th and 6th semester will start with short duration project(Minor Project) which should be of 2 weeks duration. The project identified for the minor project should encourage students to work on concept evolution, form evolution, exploration of materials and construction techniques and 3d visualization.
3. For major project of 4th semester, learning objectives shall be based on application of climatic considerations, complex circulation, response to site and modular assembly. Building typology should be identified based on learning objectives.
4. For major project of 6th semester, learning objectives shall be based on the application and understanding of building bye laws, methods of analysis and inferences of precedent studies, services, parking details, structural systems and materials, service core etc. Building typology should be identified based on learning objectives.
5. All design teams would discuss the learning objectives based on their odd semester achieved objectives. Identified design objectives along with identified topic should be discussed with Design Chair and Design In charge before finalization.
6. It was decided that all the year in charges will have meeting with their respective design team and further detail out the design brief.

Resolved as:

Resolution was passed unanimously for the above discussed Agenda 3.

Agenda 4: Important dates

1. **18th Jan – 27th Jan** : Design meetings of semester design team members to identify learning objectives and design typology for both minor and major project.
2. **28th Jan -29th – Jan** : Finalization of Minor project after discussion with design Chair and Design In charge
3. **Design studio will start with minor project.**
4. **1st Feb -10th Feb** : Finalisation of Major Project after discussion with Design Chair and Design In charge

5. Major project will start in 3rd week of Feb.

Resolved as:

The above dates to be sincerely followed for prescribed activities.

Agenda 5: Any other Matter/s

There were no additional issue to be discussed. The meeting was therefore, concluded till further notice.




Dr. Madhura Rathod
(Co-ordinator, IQAC)



Ar. Harpreet Kaur Saggu
(Co-coordinator, IQAC)

Place :Online , Microsoft teams

Date :14/01/2021


Principal
Smt. M.M. College of
Architecture, Nagpur

Dr. Ujwala Chakradeo
(Principal)



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Action Taken Report of eighth Meeting of Internal Quality Assurance Cell (IQAC) held on 14th January 2021, Thursday at 11 am on Virtual platform of Microsoft team.

Sr.no	Resolution No	Action Taken
1	Review of previous odd semester and policy for final submission	Subject assessment to be adopted as per the system decided.
2	Finalization of Design teams for upcoming even semester	Model solution to be attempted by teachers
3	Discussion on the Learning objectives and Design projects for the upcoming 4 th and 6 th semester	Resolution was passed unanimously for the discussed Agenda 3
4	Important dates	The dates to be sincerely followed for prescribed activities.

Dr. Madhura Rathod
(Co-ordinator, IQAC)

Ar. Harpreet Kaur Saggu
(Co-coordinator, IQAC)

Place : Online , Microsoft teams

Date :14/01/2021

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Smt. M.M. College of
Architecture, Nagpur

Dr. Ujwala Chakradeo
(Principal)

