

MCT
MANJARA CHARITABLE TRUST
RAJIV GANDHI INSTITUTE OF TECHNOLOGY, MUMBAI
Juhu-Versova Link Road, Andheri (W), Mumbai-400 053

Circular

Date:05/12/2022

As consented with Chairperson-IQAC, the meeting of Internal Quality Assurance Cell is scheduled on 12th December, 2022 at 2 p.m. in the conference room. Following IQAC committee members are requested to attend the meeting.

- 1) Dr. Sanjay Bokade – IQAC Chairperson & Principal
- 2) Dr. Sunil Wankhade – IQAC Coordinator
- 3) Dr. Sanjay D. Deshmukh – Member
- 4) Dr. Kiran Chaudhari – Member
- 5) Dr. Rajesh Kale - Member
- 6) Prof. Sunil Khachane – Member
- 7) Dr. Jyoti Deshmukh- Member
- 8) Prof. Gunwant Shende – Member
- 9) Dr. K.G. Sawarkar - IIC Convener
- 10) Mr. Yuvraj Bedse- Member
- 11) Mr. Anant Dharmale- Member

Agenda of the meeting as follows:

- Confirmation of the minutes of meeting of IQAC held on 08th September, 2022 and action taken report.
- IIC activity planning.
- Discussion to finalize ERP system
- AQAR 2021-22 report submission
- Any other business with the permission of chair


Dr. Sunil Wankhade

IQAC Coordinator

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Minutes of Meeting

Minutes of the Internal Quality Assurance Cell meeting scheduled on 12th December, 2022 at 2 p.m. in the conference room

The following members were present:

- 1) Dr. Sanjay Bokade- IQAC Chairperson & Principal
- 2) Dr. Sunil Wankhade- IQAC Coordinator
- 3) Dr. Sanjay Deshmukh-
- 4) Dr. Kiran Chaudhari
- 5) Dr. Rajesh Kale
- 6) Prof. Sunil Khachane
- 7) Dr. Jyoti Deshmukh
- 8) Dr. Gunwant Shende
- 9) Dr. K.G. Sawarkar

Leave of absentee was granted for Mr. Yuvraj Bedse and Mr. Anant Dharmale.

Item 1: Confirmation of the minutes of meeting of IQAC held on 8th September 2022 .

Dr. Sunil Wankhade, IQAC Coordinator, read the minutes and action taken report of last IQAC meeting held on 08/09/2022. Minutes of last IQAC meeting was confirmed by all the members unanimously.

Item 2: IIC activity planning

Dr.K.G.Sawarkar, explained the various Institute Innovation Council (IIC) activities mentioned in the IIC portal. He informed that activity SAKSHAM'23 is schedule on 1st February to 3rd February 2023. Various activates will be conducted during these three days event.

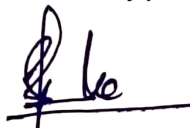
Item 3: Enterprise resource planning (ERP) software.

Dr. Sanjay Bokade invited suggestions from all the members about the ERP software that helps the organizations academic and related activities. Prof. Sunil Khachane explained the benefits of ERP software regarding to automate and manage core processes for optimal performance. Dr. Kiran Chaudhary described benefits of ERP software which helps in institute's financials operation and human resources activities on one platform. Dr. Sanjay Bokade assigned the work to Dr. Kiran Chaudhary and asked her to collect the quotation, arrange the demo from respective venders of ERP software. Dr. Kiran Chaudhary will prepare the comparative analysis of ERP software.

Item 4: AQAR 2021-22 submission.

DR. Sunil Wankhade informed that AQAR 2021-22 has been suceessfully submitted on 8th December 2022 on NAAC portal and it is in review process. Dr. Sunil Wankhade thanked all the criteria coordinators, faculty and staff members of Institute for continuous support to submit the AQAR 2021-22 . He also grateful to the management and Principal of RGIT for the encouragement and help during the AQAR submission process.

There was no point left for the discussion on the agenda the meeting ended with a vote of thanks. Dr. Sanjay Bokade thanked all the members of IQAC for joining and contributing to the meeting.


Dr. Sanjay U. Bokade
IQAC-Chairperson

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Internal Quality Assurance Cell (IQAC)
Action Taken Report on IQAC Meeting

06/02/2023

Date of IQAC Meeting: 12th December, 2022.

Sr. No	Agenda Item	Action Taken
1	IIC activity planning	Various IIC activities were conducted and successfully organized in the SAKSHAM'23 which was scheduled during 1st February to 3rd February 2023.
2	Enterprise resource planning (ERP) software	Comparative analysis of different ERP Softwares has been done and it is ready to finalize the vendor to purchase ERP.
3	AQAR 2021-22 submission	Dr. Sunil Wankhade informed that AQAR 21-22 has been successfully submitted on NAAC portal and accepted by NAAC.

Kolio
06/02/23

*Kindly have it
informed in next
IQAC meet.*

[Signature]
Dr. Sunil Wankhade
IQAC Coordinator