

MCT
MANJARA CHARITABLE TRUST
RAJIV GANDHI INSTITUTE OF TECHNOLOGY, MUMBAI
JUHU-VERSOVA LINK ROAD, VERSOVA, ANDHERI (W), MUMBAI-400 053

Internal Quality Assurance Cell (IQAC)

Date: 08/01/2022

CIRCULAR – IQAC Meeting – 10th January, 2022

As consented with chairperson-IQAC, the meeting of Internal Quality Assurance Cell is scheduled on 10th January 2022 at 11.30am. Following IQAC committee members are requested to attend the meeting.

Meeting Venue: Conference Room (Ground Floor)

The agenda of the meeting is as under:

1. Confirmation of the minutes of meeting of IQAC held on 18th November 2021 and action taken report.
2. New formats of leave application.
3. Partnership with organization to provide guidance for higher education to the students
4. End Semester Feedback and Improvement in Teaching-Learning process.
5. Annual Quality Assurance Report (AQAR) submission A.Y. 2020-21.
6. Any other business with the permission of chair.




Dr. Sunil Wankhade
IQAC Coordinator

Copy to: The members of the IQAC Committee.

- 1) Dr. Sanjay U. Bokade – IQAC Chairperson & Principal
- 2) Mr. Nitin Angolkar – Management Representative
- 3) Dr. Sunil B. Wankhade – IQAC Coordinator
- 4) Dr. Sanjay D. Deshmukh – Member
- 5) Dr. Kiran Chaudhari – Member
- 6) Prof. Sunil Khachane - Member
- 7) Dr. R.V. Kale - Member
- 8) Dr. S.P. Sadala – Member
- 9) Mr. Yuvraj Bedse- Member
- 10) Mr. Anant Dharmale- Member

Minutes of the IQAC Committee Meeting scheduled on 10th January, 2022 at 11.30 a.m. in the conference hall

Meeting of the IQAC Committee was conducted on 10th January 2022 at 11:00 am in the Conference Hall of the Institute where Vice Principal, Deans, IQAC coordinator, Head of Departments were present.

Dr. Wankhade welcome all the members present for the meeting.

Item 1: Confirmation of the minutes of meeting of IQAC held on 18th November, 2021 and action taken report dated 18th November, 2021.

Dr. Sunil Wankhade, IQAC Coordinator, read the minutes and action taken report of last IQAC meeting held on 18th November, 2021. Minutes and action taken report of last IQAC meeting was confirmed by members unanimously.

Item 2: New formats of leave application.

Dr. Kiran Chaudhari, Dean Administration presented new leave format for various kinds of leave, the details of the formats were deliberated by Dr. Bokade. All the staff members appreciated the formats and accepted to use henceforth.

Item 3: Partnership with organization to provide guidance for higher education to the students

Dr. Wankhade deliberated the need that Institute is in need to partner with organization to provide guidance for higher education to the students to help them in taking the courses abroad. It was proposed by Dr. S.D. Deshmukh that Trivedi Global education can be considered for this work.

Item 4: End Semester Feedback and Improvement in Teaching-Learning process.

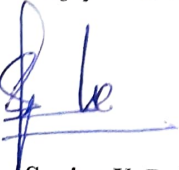
Dr. Bokade requested to Dr. S.B. Wankhade (IQAC co-ordinator) that End Semester feedback shall be offline mode. It should be submitted to Principal's office at the end of this semester.

Item 5: Annual Quality Assurance Report (AQAR) submission A.Y. 2020-21.

Dr. Wankhade informed that all the NAAC criteria coordinators have submitted the AQAR and prepared it in the proper format and will submit it on NAAC portal.

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

25/01/2022

Date of IQAC Meeting: 10th January, 2022.

Sr. No	Agenda Item	Action Taken
1	New Formats of leave applications	New formats are circulated to all the departments.
2	Partnership with organization to provide guidance for higher education to the students	Trivedi Global education is considered for this work
3	End Semester Feedback and Improvement in Teaching-Learning process.	It was decided to take End Semester Feedback in offline mode.
4	Annual Quality Assurance Report submission A.Y. 2020-21	AQAR: A.Y. 2020-21 has been submitted on 15 th January 2022.




Dr. Sunil Wankhade
IQAC Coordinator

IQAC
Rajiv Gandhi Institute of
Technology-Mumbai