

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

Internal Quality Assurance Cell



Circular

Date: 08/04/2024

As consented with Chairperson-IQAC, the meeting of Internal Quality Assurance Cell is scheduled on 12th April 2024 at 11.00 AM in the conference room. Following IQAC committee members are requested to attend the meeting.

- 1) Dr. Sanjay Bokade – Chairperson
- 2) Mr. Nitin Angolkar- Management Representative
- 3) Dr. Sunil Wankhade – Coordinator
- 4) Dr. Sanjay Deshmukh – Member
- 5) Dr. Kiran Chaudhari – Member
- 6) Dr. Rajesh Kale - Member
- 7) Prof. Sunil Khachane – Member
- 8) Dr. Jyoti Deshmukh- Member
- 9) Mr. Anant Dharmale- Member
- 10) Mr. Gautam Dubey- Industry Representative
- 11) Mr. Harsh Doshi- Alumni Representative

Agenda of the meeting as follows:

- Confirmation of minutes of meeting dated 22nd December 2023
- Quality Assurance Initiatives of the Institution: NBA, NAAC Accreditation
- PO attainment analysis
- Conduction Feedback of EVEN Semester 2024
- Documentation and Academic Audit
- Any other business with the permission of chair



Dr. Sunil Wankhade

IQAC Coordinator

Copy to:

HO:MCT, H.O.D.- AS & H, H.O.D.- Mechanical, H.O.D.- Computer, H.O.D.- EXTC,

H.O.D.- I.T, H.O.D.-AI-DS, COE, TPO, Office, Accounts

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

IQAC
Rajiv Gandhi Institute of
Technology-Mumbai

Internal Quality Assurance Cell

Minutes of Meeting

Minutes of the Internal Quality Assurance Cell meeting scheduled on 12th April, 2024 at 11 a.m. in the conference room

The following members were present:

- 1) Dr. Sanjay Bokade-
- 2) Dr. Sunil Wankhade
- 3) Dr. Sanjay Deshmukh
- 4) Dr. Kiran Chaudhari
- 5) Dr. Rajesh Kale
- 6) Prof. Sunil Khachane
- 7) Dr. Jyoti Deshmukh
- 8) Mr. Yuvraj Bedse
- 9) Mr. Anant Dharmale

- Item 1:** Confirmation of the minutes of meeting of IQAC held on 22nd December, 2023.
Dr. Sunil Wankhade, IQAC Coordinator, read the minutes and action taken report of last IQAC meeting held on 22/12/2023. Minutes of last IQAC meeting was confirmed by all the members unanimously.
- Item 2:** Quality Assurance Initiatives of the Institution: NBA and NAAC Accreditation
IQAC has planned to review the P1 to P27 files and NBA-SAR criterion wise verification for four Departments.
Dr. Sunil Wankhade informed that as per the guideline from NAAC, formats of binary accreditation system will be available in September 2024 on NAAC portal.
- Item 3:** PO attainment analysis
The IQAC cell will conduct a review of the PO/PSO attainment analysis for the Mechanical, CSE, ECE, IT departments for the batch 2018-2022.
Dr. Sanjay Bokade, suggested to Encourage students to participate in internships and in-plant training at various technical organizations in order to develop their lifelong learning skills for attaining PO12.
- Item 4:** Conduction Feedback of EVEN Semester 2024
Dr. Sunil Wankhade informed, as per the Institute policy IQAC is scheduled to conduct student feedback during April to April 2024, he advised all the HoDs to prepare the respective department documents related to the feedback and help the coordinators in the feedback process.
- Item 5:** Academic Audit
Dr. Sanjay Deshmukh informed the Members that documentation and academic audit will be planned in second week of August 2024.

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

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

Internal Quality Assurance Cell (IQAC)

Action Taken Report on IQAC Meeting

Date of IQAC Meeting: 12th April 2024

Sr. No	Agenda Item	Action Taken
1	Quality Assurance Initiatives of the Institution: NBA and NAAC Accreditation	NBA: P1 to P27 files and NBA-SAR criteria wise verification done for all departments. AQAR for 2022-2023 submitted and accepted by NAAC. NAAC accreditation for Second cycle decided in new Binary accreditation system after NBA visit.
2	PO attainment analysis	Review of PO/PSO attainment analysis for four department is done.
	Student feedback of EVEN Semester 2024	End semester student feedback of all programs in offline mode was conducted in the first week of April 2024, feedbacks are analysed and forwarded to respective department for further action.
3	Academic Audit	Documentation audit for all departments is scheduled during 8 th -9 th August 2024. Academic audit is planned in Third week of August 2024


Dr. Sunil Wankhade

IQAC Coordinator

