

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

Circular

Date:02/02/2023

As consented with Chairperson-IQAC, the meeting of Internal Quality Assurance Cell is scheduled on 6th February, 2023 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 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) Mr. Yuvraj Bedse- Member
- 10) Mr. Anant Dharmale- Member

Agenda of the meeting as follows:

- Confirmation of the minutes of meeting of IQAC held on 12th December, 2022 and action taken report.
- Purchase of ERP software
- NAAC second cycle preparation.
- Any other business with the permission of chair


Dr. Sunil Wankhade

IQAC Coordinator

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Minutes of the Internal Quality Assurance Cell meeting scheduled on 6th February, 2023 at 2.00 p.m. in the conference room.

The following members were present:

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

Item1: Confirmation of the minutes of meeting of IQAC held on 12th December 2022.

Dr. Sunil Wankhade, IQAC Coordinator, read the minutes and action taken report of last IQAC meeting held on 12/12/2022. Minutes of last IQAC meeting was confirmed by all the members unanimously.

Item2: Purchase of ERP Software

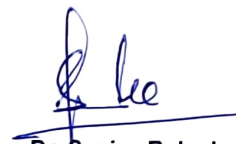
Dr. Kiran Chaudhari explained the comparative analysis of ERP Softwares from different vendors. She mentioned different modules, their applications/use for the institute and also suggested VM Edulife as a better option after considering institute requirement. Dr. Sanjay Deshmukh advised to compare the price of the ERP Software as per the essential modules required. Dr. Sunil Wankhade requested to consider OBE module in the ERP software as it is essential for NBA and NAAC.

Item3: NAAC second cycle preparation.

Dr. Sunil Wankhade informed that validity of first cycle of NAAC is till March 2024 and also suggested to start preparation of Institute Information for Quality Assurance (IIQA), study the latest SSR for second cycle of NAAC.

Dr. Sanjay Bokade advised to form hierarchical structure of NAAC criteria coordinators. Dr. Sanjay Deshmukh advised to all the HoDs' for updating of web site documents of respective departments.

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 Bokade
IQAC-Chairperson

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

13/03/2023

Date of IQAC Meeting: 06th February, 2023

Sr. No	Agenda Item	Action Taken
1	Purchase of ERP Software	Purchasing of ERP Software is finalized and purchase order will put to VM Edulife.
2	NAAC second cycle preparation	Hierarchical structure of NAAC criteria coordinators are discussed and will be finalized in next IQAC meeting.


Dr. Sunil Wankhade
IQAC Coordinator

Hole
13/3/23

to be put up to committee in next IQAC meet.