



Internal Quality Assurance Cell (IQAC)
(AY: 2024-25)

Minutes of 34th IQAC Meeting

Date: 12/08/2024

Venue: Conference Room

Present Members:

1. Dr. C. M. Jadhao, Principal, MGI-COET Chairperson and Head of the Institution.
2. Mr. Pandurangdada P. Patil, Management Representative.
3. Mr. S. S. Badhe, Registrar, MGI-COET Administrative Officers.
4. Mr. T. S. Badhe, T & P Officer, MGI-COET Administrative Officers.
5. Dr. M. A. Beg, HOD, Electrical Engineering Member.
6. Prof. A. S. Kakad, Academic Coordinator, MGI-COET Member
7. Prof. S. S. Mhaske, HOD, Electronics & Tele. Engineering Member.
8. Dr. M. S. Khedkar, HOD, Civil Engineering Member.
9. Dr. A. S. Kapse, HOD, Computer Science & Engineering Member.
10. Smt. M. V. Patil, Principal, Mauli School of Scholars, Shegaon Member from Local Society.
11. Mr. A. R. Kale, Student, Electrical (Electronics and Power) Engg. Student Member.
12. Ms. A. G. Marode, Student, Electronics & Tele. Engineering Student Member.
13. Prof. P. S. Dorale, Alumni Member.
14. Dr. J. K. Kokate, IQAC Coordinator.

The following member was absent in the meeting.

1. Mr. Chandrakant Saoji MIDC, Khamgaon Industrialist Member.
2. Shri. Vasantrao Wakte, Wadegaon Parent- Stakeholder Member.

Agenda:

1. Welcome and Introduction of IQAC Members.
2. Approval of minutes of the 33rd IQAC meeting held on 11/04/2024.
3. Up gradation of IT facilities by adding new computers.
4. Presentations on Feedback Analysis for even semester 2023-24 and Actions Taken.
5. IQAC Initiatives:
 - a. Workshop on National Education Policy" (NEP).
 - b. Teachers Induction Program on Effective Teaching & Classroom Management.
 - c. Establishment of Acharya Chanakya Kaushal Vikas Kendra.
 - d. Discussion on Internal Assessment Policy for NEP.
 - e. Organizing Internal Smart India Hackathon competition.
6. Discussion related to A & A as per Binary Accreditation.
7. Discussion on Internship Opportunities through EduSkills.
8. Annual Report on Campus placement and T & P Activities.
9. Organizing sponsored International Tour for students.
10. Establishment of ISTE Student Chapter.
11. Any other point with the permission of chair.

Resolutions:

Dr. J. K. Kokate, IQAC Coordinator, welcomed all the members to the meeting.

1. Dr. C. M. Jadhao, Principal introduced and welcomed all the members of the recently updated IQAC. He explained to all of the members the purpose and significance of IQAC in the introduction speech. It was emphasized how IQAC works to maintain and improve the caliber of the institute's academic offerings.
2. The minutes of the previous meeting held on April 11, 2024, were approved. The IQAC coordinator presented the action-taken report.
3. Prof. A. S. Kakad, Academic Coordinator, suggested upgrading the IT infrastructure by adding new computers, so it was decided to have 51 new computers, and for that, the purchase of required components was granted.
4. Dr. J. K. Kokate, IQAC coordinator, presented the analysis of feedback obtained from all the stakeholders and the student satisfaction survey and action taken report for the even semester 2023–24.
5. IQAC Initiatives:
 - a. Workshop on National Education Policy” (NEP).
Dr. J. K. Kokate, IQAC Coordinator, elaborated on the need for a workshop on the National Education Policy (NEP) for the teaching and non-teaching staff of the institute, and it was decided, with the permission of Dr. C. M. Jadhao, to conduct the workshop on the National Education Policy (NEP).
 - b. Teachers Induction Program on Effective Teaching & Classroom Management.
IQAC Coordinator, suggested to have the b. Teachers Induction Program on Effective Teaching & Classroom Management which was permitted by the Principal Sir.
 - c. Establishment of Acharya Chanakya Kaushal Vikas Kendra.
Dr. J. K. Kokate, introduced the Acharya Chanakya Kaushal Vikas Kendra (ACKVK) Scheme, which is run by the Maharashtra State Skill Development Society for the skill development of students. It was decided to implement the scheme.
 - d. Discussion on Internal Assessment Policy for NEP.
IQAC Coordinator, Presented the internal assessment scheme designed for the NEP. After detailed discussion, the scheme is finalized and approved.
 - e. Organizing Internal Smart India Hackathon competition.
The importance of organizing the Internal Smart India Hackathon was elaborated by Dr. J. K. Kokate, and with the permission of Dr. C. M. Jadhao, it was decided to organize the competition.
6. Dr. J. K. Kokate, briefly described the status of the ongoing A & A process of NAAC and also said that, as per the notifications of NAAC, the institute has decided to go for the binary accreditation process.
7. Mr. T. S. Badhe, T & P Officer, described the new initiative of AICTE and EduSkills. He had highlighted the virtual internship opportunities for students. It was decided to become a member of EduSkills.
8. Mr. T. S. Badhe, T & P Officer, and team presented the annual report on off-campus / in-campus placement drives and T & P activities conducted during the academic year 2023–24. A discussion was held on the planning for the academic year 2024–25.

9. The Principal asked all the HODs to identify the students for sponsoring international tours as per the guidelines of the institute, which instructed them to organize sponsored international tour for students. It was decided that Dr. R. B. Ingle will evaluate and finalize the list of all the students, and the T&P department will make all necessary arrangements for the tour.
10. It was decided to establish the ISTE Student Chapter, and the responsibility was given to Dr. R. B. Ingle.

The IQAC coordinator concluded the meeting and proposed a vote of thanks.

IQAC Coordinator
Dr. J. K. Kokate
Asst. Professor
Electronics & Telecommunication Engg.
IQAC Coordinator
Mauli Group of Institutions
College of Engineering &
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Chairperson
Dr. C. M. Jadhao
Principal
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Internal Quality Assurance Cell (IQAC)
(AY: 2024-25)

Action taken report of 34th IQAC Meeting held on 12/08/2024

Date: 03/10/2024

S. No.	Meeting Agenda	Action Taken
1.	Approval of minutes of the 33rd IQAC meeting held on 11/04/2024.	The minutes of the previous meeting held on 11/04/2024 were approved.
2.	Up gradation of IT facilities by adding new computers	The purchase process for the required components to assemble new 51 computers were initiated with the permission of Hon. Management and received them on 01/10/2024.
3.	Presentations on Feedback Analysis for even semester 2023-24 and Actions Taken.	Corrective actions according to feedbacks obtained from the stakeholders are initiated by the respective departments.
4.	IQAC Initiatives: a. Workshop on National Education Policy" (NEP). b. Teachers Induction Program on Effective Teaching & Classroom Management. c. Establishment of Acharya Chanakya Kaushal Vikas Kendra. d. Discussion on Internal Assessment Policy for NEP. e. Organizing Internal Smart India Hackathon competition.	Workshop was organized on 14-08-2024 for Teaching & Non-Teaching Staff. Teachers Induction Program was organized on 13-09-2024. The process was initiated and work order was received. The scheme is finalized and approved. Internal Smart India Hackathon competition was organized on 12-09-2024.
5.	Discussion related to A & A as per Binary Accreditation.	Email & letter Communication was initiated regarding the choice of A & A as per Binary Accreditation.
6.	Discussion on Internship Opportunities through EduSkills.	Institute has taken membership of Eduskill and the virtual internship by students were started in the month of October 2024.
7.	Annual Report on Campus placement and T & P Activities.	Action plan for the training and placement activities to be conducted during 2024-25 is prepared by T & P department.

8.	Organizing sponsored International Tour for students.	It was decided to have an international tour to Singapore and necessary arrangements were initiated. The tour was planned in the month of February 2025.
9.	Establishment of ISTE Student Chapter.	ISTE Student Chapter was established.

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