



Minutes of 38th IQAC Meeting

Date: 01/08/2025

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. Smt. M. V. Patil, Principal, Mauli School of Scholars, Shegaon Member from Local Society.
10. Mr. A. R. Kale, Student, Electrical (Electronics and Power) Engg. Student Member.
11. Ms. A. G. Marode, Student, Electronics & Tele. Engineering Student Member.
12. Prof. P. S. Dorale, Alumni Member.
13. 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 the minutes of the 37th IQAC Meeting held on 15/04/2025.
3. Enhancement of IT Infrastructure through procurement of 100 new computers.
4. Presentation on Feedback Analysis for Even Semester 2024–25 and Action Taken Report, Student Satisfaction Survey and Program Exit Survey.
5. IQAC Initiatives:
 - a. Workshop on Designing Unit Test Papers as per NEP.
 - b. Internal Academic and Administrative Audit (AAA) 2024–25.
 - c. Organizing Internal Smart India Hackathon Competition.
 - d. Internal Audit of Unit Test Question Papers.
6. Expert Lecture on the Role of Autonomy in the NEP 2020 Education System.
7. NAAC Accreditation and Assessment Process.
8. Annual Report on Campus Placements and Training & Placement Activities.
9. Organizing a Sponsored International Tour for Students.
10. Any other matter with the permission of the 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 15, 2025, were approved. The IQAC coordinator presented the action-taken report.
3. Resolved to procure 100 new computers to strengthen the institute's IT infrastructure.
4. Dr. J. K. Kokate, IQAC coordinator, presented the analysis of feedback obtained from all the stakeholders and the student satisfaction survey, program exit survey and action taken report for the even semester 2024–25.
5. IQAC Initiatives:
 - a. Workshop on Designing Unit Test Papers as per NEP.

Dr. J. K. Kokate, IQAC Coordinator, elaborated on the need for a workshop on Designing Unit Test Papers as per NEP for the teaching staff of the institute, and it was decided, with the permission of Dr. C. M. Jadhao, to conduct the workshop.
 - b. Internal Academic and Administrative Audit (AAA) 2024–25.

IQAC Coordinator, proposed the tentative schedule to conduct the Internal AAA audit which was finalized.
 - c. Organizing Internal Smart India Hackathon competition.

The Internal Smart India Hackathon competition organization was finalized with the permission of Dr. C. M. Jadhao, the responsibility for organization of the competition was given to Prof. R. B. Ingle.
 - d. Internal Audit of Unit Test Question Papers.

It was decided to conduct the internal audit of unit test question papers and the HOD and unit test coordinator will be the members of audit team.
6. HOD ELPO suggested conducting an expert lecture on the Role of Autonomy in the NEP 2020 Education System by Dr. D. P. Kothari (IIT Delhi) which was permitted by Principal Sir.
7. The IQAC discussed the proposed Binary Accreditation framework of NAAC and resolved to initiate the accreditation process upon release of the applicable accreditation manual.

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 2024–25. A discussion was held on the planning for the academic year 2025–26.
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.

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

IQAC Coordinator

Dr. J. K. Kokate
Asst. Professor
Electronics & Telecommunication Engg.

Chairperson

Dr. C. M. Jadhao
Principal
MGI-COET, Shegaon



Action taken report of 38th IQAC Meeting held on 01/08/2025

Date: 08/10/2025

S. No.	Meeting Agenda	Action Taken
1.	Approval of the minutes of the 37th IQAC Meeting held on 15/04/2025.	The minutes of the previous meeting held on 15/04/2025 were approved.
2.	Enhancement of IT Infrastructure through procurement of 100 new computers.	The purchase process for the required components to assemble new 100 computers were initiated with the permission of Hon. Management and purchases on 25/08/2025.
3.	Presentation on Feedback Analysis for Even Semester 2024-25 and Action Taken Report, Student Satisfaction Survey and Program Exit Survey.	Corrective actions according to feedbacks obtained from the stakeholders are initiated by the respective departments.
4.	IQAC Initiatives: a. Workshop on Designing Unit Test Papers as per NEP. b. Internal Academic and Administrative Audit (AAA) 2024-25. c. Organizing Internal Smart India Hackathon Competition. d. Internal Audit of Unit Test Question Papers.	Workshop was organized on 06-10-2025 for Teaching Staff. Internal Academic and Administrative Audit (AAA) 2024-25 was conducted during 23/09/2025 to 27/09/2025. Internal Smart India Hackathon competition was organized on 12-09-2025. Decided to conduct the Internal Audits for question papers of every unit test.
5.	Expert Lecture on the Role of Autonomy in the NEP 2020 Education System.	Expert lecture was organized on 26/08/2025
6.	A & A process of NAAC.	Decided to apply as soon as binary accreditation manual launched.
7.	Annual Report on Campus placement and T & P Activities.	Action plan for the training and placement activities to be conducted during 2025-26 is prepared by T & P department.
8.	Organizing sponsored International Tour for students.	It was decided to have an international tour to Dubai and necessary arrangements were initiated.

IQAC Coordinator

Dr. J. K. Kokate
Asst. Professor
Electronics & Telecommunication Engg.

Chairperson

Dr. C. M. Jadhao
Principal
MGI-COET, Shegaon