



Minutes of 39th IQAC Meeting

Date: 18/12/2025

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. Shri. Vasantrao Wakte, Wadegaon Parent- Stakeholder Member.
14. Dr. J. K. Kokate, IQAC Coordinator.

The following member was absent in the meeting.

1. Mr. Chandrakant Saoji MIDC, Khamgaon Industrialist Member.

Agenda:

1. Approval of the minutes of the 38th IQAC Meeting held on 01/08/2025.
2. Result Analysis of Summer 2025 Examinations.
3. IQAC Initiatives:
 - a. CO, PO and PSO Attainment Report for A.Y. 2024–25.
 - b. Feedback Analysis and Action Taken Report for Odd Semester 2025.
 - c. Syllabus Completion Report for A.Y. 2025–26 (Odd Semester).
 - d. Updation of Proforma for Status of Syllabus Coverage.
 - e. Review of AAA Audit for 2024–25.
4. Discussion on AQAR for 2024–25.
5. Any other matter with the permission of the Chair.

Resolutions:

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

1. The minutes of the previous meeting held on August 01, 2025, were approved. The IQAC coordinator presented the action-taken report.
2. All HODS's presented the result analysis of the Summer-2025 examination. Dr. J. K. Kokate asked to complete the analysis of PO and PSO attainment, take the necessary actions to bridge the gap, and submit the report to IQAC.
3. Dr. J. K. Kokate, IQAC Coordinator, proposed to organize the industrial visits for faculties to increase the industry-institute interaction. It was decided that the Training & Placement Dept. will organize industrial visits for students, and Mr. T. S. Badhe, T & P Officer, was directed to organize the visit.
4. IQAC Initiatives:
 - a. CO, PO and PSO Attainment Report for A.Y. 2024–25.

Dr. J. K. Kokate, presented the analysis of CO, PO and PSO attainment, and asked to take the necessary actions to bridge the gap and increase the attainment levels.
 - b. Feedback Analysis and Action Taken Report for Odd Semester 2025.

Dr. J. K. Kokate, presented the Feedback Analysis and Action Taken Report for Odd Semester 2025.
 - c. Syllabus Completion Report for A.Y. 2025–26 (Odd Semester).

The status of syllabus completion was reviewed during the meeting and advised to make appropriate arrangement to complete the syllabus.
 - d. Updation of Proforma for Status of Syllabus Coverage.

It was found that there was variations in the proforma for status of syllabus coverage submitted by the departments to IQAC, so the IQAC coordinator presented the common format to be used by all department and with the permission of principal sir the format was finalized.
 - e. Review of AAA Audit for 2024–25.

The AAA audit reports were reviewed during the meeting and the further improvements were suggested.
5. Dr. J. K. Kokate, IQAC Coordinator, has presented AQAR for 2024-25 before the IQAC Committee. All the members approved the AQAR with minor corrections and a recommendation to the BOG for final approval.

6. Prof. A. S. Kakad, Academic Coordinator, suggested purchasing a 3D printing machine so that students can have hands-on experience with recent technology. The permission was granted for the purchase of the 3D printing machine.

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

IQAC Coordinator

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

Chairperson

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



Internal Quality Assurance Cell (IQAC)
(AY: 2025-26)

Action taken report of 39th IQAC Meeting held on 18/12/2025

Date: 31/12/2025

S. No.	Meeting Agenda	Action Taken
1.	Approval of minutes of the 38th IQAC meeting held on 01/08/2025.	The minutes of the previous meeting held on August 01, 2025, were approved. The IQAC coordinator presented the action-taken report.
2.	Result analysis of summer 2025 examinations.	All HODS's presented the result analysis of the Summer-2025 examination.
3.	IQAC Initiatives: a. CO, PO and PSO Attainment Report for A.Y. 2024–25. b. Feedback Analysis and Action Taken Report for Odd Semester 2025. c. Syllabus Completion Report for A.Y. 2025–26 (Odd Semester). d. Updation of Proforma for Status of Syllabus Coverage. e. Review of AAA Audit for 2024–25.	All the departments planned to increase the attainment levels for the year through various students centric learning activities, expert Lectures, seminar etc. The feedback analysis and action taken report were presented. Suggested to take necessary actions to complete the syllabus. Proforma finalized and circulated. The AAA audit reports were reviewed during the meeting and the further improvements were suggested.
4.	Finalization of AQAR for 2024-25.	The AQAR 2024–25 is submitted to BOG for approval.

IQAC Coordinator
Dr. J. K. Kokate
Assoc. Professor
Electronics & Telecommunication Engg.

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