



Minutes of 41st IQAC Meeting

Date: 15/04/2026

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. Mr. A. R. Kale, Student, Electrical (Electronics and Power) Engg. Student Member.
10. Ms. A. G. Marode, Student, Electronics & Tele. Engineering Student Member.
11. Prof. P. S. Dorale, Alumni Member.
12. Dr. J. K. Kokate, IQAC Coordinator.

The following member was absent in the meeting.

1. Smt. M. V. Patil, Principal, Mauli School of Scholars, Shegaon Member from Local Society.
2. Shri. Vasantrao Wakte, Wadegaon Parent- Stakeholder Member.

Agenda:

1. Approval of the minutes of the 40th IQAC Meeting held on 17/01/2026.
2. Review of Syllabus Coverage of Even Semester 2025–26.
3. IQAC Initiatives:
 - a. Review of Continuous Internal Evaluation (CIE) of Theory and Practical Courses.
 - b. Preparation for Upcoming AAA Audit for 2025–26.
 - c. Academic Review and Planning.
4. Discussion on NAAC.
5. Preparation of Academic Calendar for 2026–27.
6. 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 January 17, 2026, were approved. The IQAC coordinator presented the action-taken report.
2. The syllabus coverage of even sem 2025-26 was presented by the HOD's. Dr. C. M. Jadhao, Principal, reviewed the syllabus coverage of all the departments and advised to take necessary actions, like extra classes, etc., to complete the syllabus on time.
3. IQAC Initiatives:
 - a. Review of CIE of theory and Practical courses.
Dr. J. K. Kokate, IQAC Coordinator, and Dr. C. M. Jadhao, Principal, reviewed the sample CIE sheets of theory and practical courses. It was observed that the continuous internal evaluation of theory and practical was implemented effectively.
 - b. Preparing for upcoming AAA audit for 2025-26.
Dr. J. K. Kokate provided guidance to all members regarding the preparation of the AAA for the 2025-26 period. It has been decided that the audit will take place in August 2026. Dr. C. M. Jadhao has instructed all department heads (HODs) to prepare for the AAA audit for 2025-26.
 - c. Academic Review and Planning.
The committee reviewed academic progress, syllabus completion, student performance, and upcoming academic activities. It was resolved to ensure timely syllabus completion, monitor student progress, conduct remedial and value-added programs, and implement the academic plan as per the academic calendar.
4. IQAC Coordinator, informed that still the binary accreditation manual was not launched by the NAAC.
5. Dr. C. M. Jadhao, Principal, was tasked with preparing the academic calendar for the 2026-2027 academic year in accordance with the schedule established by the SGBAU Amravati University calendar, with a deadline set before the end of April 2026. The responsibility for creating the academic calendar was assigned to Prof. S. S. Mhaske.

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



Late Purushottam Hari (Ganesh) Patil Shikshan Sanstha's
Mauli Group of Institution's, College of Engineering and Technology, Shegaon
Internal Quality Assurance Cell (IQAC)

(AY: 2025-26)

Action taken report of 41st IQAC Meeting held on 15/04/2026

Date: 09/05/2026

S. No.	Meeting Agenda	Action Taken
1.	Approval of minutes of the 40th IQAC meeting held on 17/01/2026.	The minutes of the previous meeting held on January 17, 2026, were approved.
2.	Review of syllabus coverage of even sem 2025-26.	Taken necessary actions, like extra classes, etc., to complete the syllabus within time.
3.	IQAC initiatives: a. Review of CIE of theory and Practical courses. b. Preparing for upcoming AAA audit for 2025-26. c. Academic Review and Planning.	 Reviewed the sample CIE sheets of theory and Practical courses. AAA Formats were explained and circulated. It was resolved to ensure timely syllabus completion, monitor student progress, conduct remedial and value-added programs, and implement the academic plan as per the academic calendar.
4.	Discussion on NAAC.	Discussion held.
5.	Preparation of Academic Calendar for 2026-27.	Academic Calendar for 2026-2027 was prepared and circulated among staff.

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

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