

BPHES'
CSR-D-ISWR, Ahmednagar

Minutes of the IQAC Meeting held on Wednesday, 2 January 2019

At the outset, the Convener welcomed all the IQAC members at CSR-D faculty meeting room for the third IQAC meeting of the year.

IQAC Members Present for the Meetings

1. Dr. Suresh Pathare, Chairperson
2. Dr. M.B. Mehta
3. Mr. Suresh Mugutmal
4. Mr. Pradeep Jare
5. Mr. Vijay Sansare
6. Mr. Sharad Gundras
7. Mr. Vikas Kamble
8. Fr. Suresh Sathe
9. Mr. Rajendra Pawar
10. Mr. C.V. Nandedkar
11. Ms. Manisha Darkunde
12. Dr. Jaimon Varghese, Coordinator

Agenda

- Confirmation of the minutes of the meeting held on 19 November 2018
- Preparation for NAAC reaccreditation

Proceedings and the Resolutions

The following are the proceedings and the decisions taken during the IQAC meeting:

1. Minutes of the IQAC meeting held on 19 November 2018 was presented by the IQAC coordinator and it was confirmed unanimously.
2. Preparation for NAAC re-accreditation: The following decisions regarding preparation for NAAC re-accreditation related matters were taken during the IQAC meeting:
 - 2.1. The IIQA of the Institute being finally accepted by NAAC on 26 December 2018, the entire staff team of the Institute shall invest maximum duration including some extra time to prepare the SSR which is required to be submitted online within 45 days of the acceptance of IIQA.
 - 2.2. Every staff member shall continue preparation of the records and documents of the activities undertaken by them systematically and chronologically during the past six years and submit the same to the IQAC office at the earliest.
 - 2.3. All the committee level minute books shall be maintained and kept ready for NAAC scrutiny by the respective conveners.
 - 2.4. Each staff member shall plan out strategies and means to improve own performance and complete the required documentation in time.
 - 2.5. Two informal meetings of the staff shall be conducted to take stock of the preparation for NAAC re-accreditation every week on Monday and Thursday during the short break of the classes.

2.6. Special orientation shall be given to the students regarding NAAC reaccreditation process especially the students' satisfaction survey by the NAAC during the general orientation programme scheduled on 4-5 January 2019.

The meeting ended with vote of thanks to all the members present by the convener.

Dr. Jaimon Varghese
IQAC Coordinator

Dr. Suresh Pathare
Convener