20.08.2021

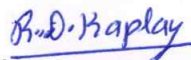**Note submitted to Hon'ble Vice-Chancellor**

Subject: Agenda for the **Special** IQAC Meeting with **'Administrative Officers'** to be held on 23rd August, 2021 ... reg.

Sir,

The **Special IQAC Meeting with Administrative Staff** scheduled on 23rd August, 2021, at 11.30 am at MANET Hall, MANET 4th Floor.

The Agenda based on NAAC guidelines for this meeting is prepared by IQAC. We need to communicate the Agenda to all the IQAC Members well in advance hence it may please be approved on priority basis.

Submitted for your approval.

R.D. Kaplay
Director, IQAC
MIT-ADT University, Pune

Approved by Hon'ble Vice-Chancellor

The Agenda for IQAC Meeting to be held on 23.08.2021

Agenda Item *(IQAC/2021-22/Spl)* - **01**:	To discuss Governance and Leadership of the Schools and University Officers
Agenda Item *(IQAC/2021-22/Spl)* - **02**:	To discuss and understand the 'Organizational Structure' of the University
Agenda Item *(IQAC/2021-22/Spl)* - **03**:	To discuss on 'Perspective or Strategic Plan' of the University
Agenda Item *(IQAC/2021-22/Spl)* - **04**:	To take an account of 'Welfare Schemes' of the University
Agenda Item *(IQAC/2021-22/Spl)* - **05**:	To take account of performance appraisal system for teaching and non-teaching staff
Agenda Item *(IQAC/2021-22/Spl)* - **06**:	To discuss 'Optimal Utilization of Funds/Budget allocated'
Agenda Item *(IQAC/2021-22/Spl)* - **07**:	To discuss role of Administration in 'Curricular Aspects'

Agenda Item *(IQAC/2021-22/Spl)* **- 08**:	To discuss role of Administration in Teaching-learning and Evaluation
Agenda Item *(IQAC/2021-22/Spl)* **- 09**:	To discuss role of Administration in 'Infrastructure Development'
Agenda Item *(IQAC/2021-22/Spl)* **- 10**:	To discuss role of Administration in Student Progression
Agenda Item *(IQAC/2021-22/Spl)* **- 11**:	Any other item with the permission of the chair a) Discussing the Documents required for NAAC

Date of Next Meeting: as and when required