Internal Quality Assurance Cell
MIT-ADT University, Pune
2021-22

Director   26.08.2021
Ramakant Kaplay
M.Sc.Tech, Ph.D.

Minutes of the Meeting with Proceedings– "Special IQAC Meeting with HOI, Deans for UGC, Data Centre & IQAC" **for the Academic Year 2021-22 held on 26.08.2021.**

Following members were present for the meeting

1. Prof.Dr.Mangesh Karad	Chairman
2. Prof.Dr. Anant Chakradeo	Vice-Chairman
3. Dr. Mahesh Chopade	Member
4. Dr. Kishore Ravande	Member
5. Dr. Sunita Karad	Member
6. Dr. Jabbar Patel	Member
7. Dr.Ramchandra Pujeri	Member
8. Dr. Renu Vyas	Member
9. Mr. Padmakar Phad	Member
10. Ms. Nayana Godse	Member
11. Dr. Amol Deshmukh	Member
12. Mr. Amit Tyagi	Member
13. Mr. Krishnamurthi Thakur	Member
14. Mr. Sai Susarla	Member
15. Dr.Asawari Bhave	Member
16. Dr. Atul Patil	Member
17. Dr. A.S. Kulkarni	Member
18. Dr. Rajnashkaur Sachdeo	Member
19. Dr. Dnyandev Neelwarna	Member

20. Mr. Mohan Menon	Member
21. Dr. Virendra Shete	Member
22. Dr. Nachiket Thakur	Member
23. Mr. Charudatta Kulkarni	Member
24. Dr. Ashwini Pethe	Member

Today's Chairperson, Prof. Dr. Mangesh Karad, Vice-Chancellor & Executive President, MITADT University, Pune – 412 201 commenced the meeting by welcoming all the members.

Dr. Ramchandra Pujeri, Member, IQAC conducted the meeting on the be-half of Director, Quality Assurance, as he is having speaking problem. He presented the Agenda and Director, QA explained the Agenda points, wherever required.

Agenda Item *(IQAC/2021-22/Spl)* **- 01**:	Formation of the Committees for the UGC Committee Visit
Proceedings	Director, IQAC explained the agenda items on formation of the committees for the UGC Committee's Visit. He pointed out that three committees are prepared viz: i) Document & File Collection Committee ii) Reception Committee iii) Transportation & Food Committee
Resolution	i) Document and File Collection Committee, ii) Reception Committee and iii) Transportation and Food Committee are approved by the Chairman and it is further resolved that the commencement of the work should begin immediately.
Agenda Item *(IQAC/2021-22/Spl)* **- 02**:	Collection of Data
Proceedings	Dr. Ramchandra Pujeri read out the agenda. Director IQAC, briefed out that the Report of UGC Compliance contains the information till Jan 2021. He further suggested to collect the updated data till date
Resolution	It is resolved that to update the information of UGC Report, with updated information till date

Agenda Item (IQAC/2021-22/Spl) - **03:**	Collection of Files/Documents for the visit.
Proceedings	Director, IQAC explained that there are about 83 files/documents. He further suggested that i) All the files and documents are to be collected at one place. ii) Central Place for Collection of Documents is to be finalized.
Resolution	It is decided that the document collection should begin immediately and kept at one Central Place
Agenda Item *(IQAC/2021-22/Spl)* **- 04**:	Display Hall to be Finalized
Proceedings	Director, IQAC suggested that we should identify one hall where the meeting can be conducted and all the documents and files can be placed in that hall only. VC informed that the Hall will be identified very soon
Resolution	It is decided that one hall for presentation, discussion and document verification will be identified in the Central Administrative Building soon
Agenda Item *(IQAC/2021-22/Spl)* **- 05**:	Data Collection and Analysis Centre
Proceedings	Director, IQAC explained that Data Collection and Analysis Centre is already approved however two new appointments should be done at the earliest to make if functional. Hon'ble Vice-Chancellor explained in detailed the role of Data Centre and the need for all the stakeholders to submit the newly generated data on regular basis. He further informed the committee that the Advertisement for two position in Data Centre is already approved
Resolution	It is decided that the two positions in Data Centre will be filled soon and Data Centre will be made functional.
Agenda Item (IQAC/2021-22/Spl) -	IQAC

06:	
Proceedings	Director IQAC, discussed the point of 'Grooming the next level Leadership for IQAC'. Hon'ble Vice-Chancellor explained the significance of grooming the leadership and he appreciated the very idea floated by the Director, IQAC to groom the next leader. He also invited nominations from all schools/individuals and Director, QA so that 2 to 3 persons can work with Director QA. He further explained that the persons nominated will have reduced work load and they will go back to their parent departments once the term of 2/3 years in IQAC is over. Pro-Vice-Chancellor also accepted the idea and suggested that the nominations of 2 to 3 persons should be done this week itself. The idea is well supported by Dean, Research, Prof.Dr.Ravande and other HoIs.
Resolution	It is decided that 2-3 nominations as next leader of IQAC will be done soon. The nominations are invited from HoI/Individuals and Director, Quality Assurance/IQAC