



“Techno-Social Excellence”
Marathwada Mitra Mandal's
INSTITUTE OF TECHNOLOGY (MMIT)
Lohgaon, Pune-411047.

THE THIRD MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 30.03.2017, Time: 11.00 A.M., Venue: Seminar Hall

AGENDA

1. Review of minutes of 2nd IQAC Meeting
2. Action taken report on the decisions of the previous meeting
3. To decide the mode of ensuring the credibility of teaching-learning, its evaluation and outcome procedures through regular but internal academic, administrative audits on annual basis.
4. To decide about activities of EDC Cell / Incubation Centre
5. To decide on Eco-friendly measures include steps to reduce consumptions of electrical energy and Campus Security
6. To decide plan of action of NAAC SSR Preparation



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Ref No.: MMIT/IQAC/2016-17/

Date: 30 /03/2017

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Third Meeting

Meeting 3 – 30.03.2017

A Meeting of the Reconstituted Committee and the 3rd IQAC meeting for Academic Session 2016-17 and 2017-18 is held on 30th March 2017. The following members attended the meeting.

1. Dr. U. P. Moharil,
Principal, MMIT Lohgaon
Chair Person of Internal Quality Assurance Cell (IQAC)
2. Mr. D. S. Bhandari
Chairman, MMIT Coordination Committee
Member of Management
3. Mr. Sanjay S. Garge
Member, MMIT Coordination Committee
Member of Management
4. Dr. S. M. Deshpande
Principal, MMCOE, Pune
Nominee of Local Societies
5. Prof. P. M. Daflapurkar
Head of Department, Computer Engineering, MMIT Lohgaon
Teacher
6. Prof. R. S. Patil
Head of Department, Mechanical Engineering, MMIT Lohgaon
Teacher



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7. Prof. J. M. Bakliwal
Head of Department, E&TC, MMIT Lohgaon
Teacher

8. Prof. D. B. Satre
Dean Academics, MMIT Lohgaon
Teacher

9. Prof. G. L. Allempallewar
Dean Administration, MMIT Lohgaon
Teacher

10. Prof. Dr. P. B. Lihitkar
Dean R&D, MMIT Lohgaon
Teacher

11. Prof. E. D. Kurhe
Dean Student Affairs, MMIT Lohgaon
Teacher

12. Mr. D. V. Parbat
Registrar, MMIT Lohgaon
Administrative Officer

13. Mr. Ashok Kalagate
Proprietor, Samarth Precision
Nominee of Industrialist

14. Mr. Sandeep Bhale
Sr. Director, Cognizant Tech Solution
Nominee of Industrialist



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15. Mr. Nanasaheb Gadhave

President of Alumni Association

Nominee of Student

16. Prof. A. S. Bhanage

Assistant Professor, Mechanical Engineering, MMIT Lohgaon

IQAC Co-ordinator

At the outset Prof. A. S. Bhanage, Coordinator (IQAC) welcomed all the Hon'ble members of the Internal Quality Assurance Cell (IQAC) to the 3rd meeting of the IQAC for the A.Y. 2016-17 and A.Y. 2017-18.

Agenda 1: Review of minutes of 2nd IQAC Meeting

It is informed that the 2nd IQAC meeting was held on 26th September 2016 at 2.00 pm and the minutes of the second meeting read and approved by the members.

Agenda 2: Action taken report on the decisions of the previous meeting 2nd IQAC Meeting

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	Formulate Deans and functional head on Academics, Administrative, Students Affairs and Research committees	For efficient and periodic progress, Dean Academics, Dean Administration, Dean Students Affairs, Dean R&D and their respective functional heads are designated w.e.f. 31/12/2016.
2.	1 st National Conference (Computer Engineering)	National Conference on Recent Trends in Computing Techniques (NCRTCT'17) is organized by Computer Engg. Department on 29 th -30 th March 2017. 72 faculties and 294 students participated in conference and 87 presented papers are published in IJIIRD Journal.



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Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
3.	Planning of Industrial visits, Industry Sponsored Projects, Expert lectures, Membership & MoU's	<p><u>Computer Engg. Department signed two MoU's:</u> Pariksha.Co for Test-Series of Aptitude, Software development and Coding tests</p> <p><u>Mechanical Engg. Department signed one MoU's:</u> Pariksha.Co for Test-Series of Aptitude (Placement Preparation)</p> <p><u>Industrial Visit Organized:</u> 13 Computer Dept – 1, Mechanical Dept – 5, E & TC Dept - 7</p> <p><u>Industry Sponsored Projects:</u> 13 Computer Dept – 3, Mechanical Dept – 7, E & TC Dept – 3</p> <p><u>Expert lectures/Add on Course:</u> 15/4 Computer Dept – 8/1, Mechanical Dept – 4, E & TC Dept – 3/3,</p> <p><u>Institutional Membership :</u> 2 Confederation of Indian Industry (CII) Maharatta Chamber of Commerce and Industries (MCCI)</p> <p><u>Individual Professional Membership :</u> 18 Computer Dept – 14, Mechanical Dept – 1, E & TC Dept – 3</p>
4.	Strengthening of students associations and Participation	Mechanical Department has participated in BAJA 2017 (Pitthampur), Go kart Racing (Ahmednagar) under Automotive Club, ROBOCON 2017 (MITAOE, Pune) and COEP BHAU I2I Competitions (COEP, Pune). Computer Department has participated in AICTE Smart India Hackathon Competition (Nagpur).



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Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
5.	NSS - National Social Scheme Special Camp	National Social Scheme Special Camp was organized at Dhamari, Tal. - Haveli from 9/01/2017 to 15/01/2017 with following activities: a) Swacha Bharat Abhiyan b) Digital Awareness Program c) Pani Aadva Pani Jirva Campaign d) Tree Plantation Program e) Andhashradha Nirmulan Program f) Street Play on Women Empowerment g) Seminar on Cashless Transaction h) Cultural Program for villagers

Agenda 3: To decide the mode of ensuring the credibility of teaching-learning, its evaluation and outcome procedures through regular but internal academic, administrative audits on annual basis

In order to improve the academic and administrative performance of the Institution, the distinguished members discussed in depth the current status of academics, administrative procedures, and student activities.

The members advocated for conducting the internal administrative and academic audits of all the Departments.

Agenda 4: To decide about EDC Cell / Incubation Centre activities

Mr. Sandeep Bhale suggested to take lead initiatives to promote innovation in student's projects and their Entrepreneurship. Prof. P. M. Daflapurkar offered to provide inputs to the innovation activities. Committee recommended to start activities under Entrepreneurship Development Cell / Incubation Centre to promote students innovative ideas.



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Agenda 5: To decide on Eco-friendly measures include steps to reduce consumptions of electrical energy and Campus Security

Committee suggested that eco-friendly measure should take in campus in order to reduce consumption of electrical energy. Incandescent light bulbs and fluorescent tube-lights are to be replaced by cost effective, high efficient LEDs. Energy conservation can be achieved by optimum usage of lights and electrical appliances only when needed.

Prof. E. D. Kurhe, Dean-Student Affairs pointed out the concern about the security of residential students are important. The chairperson continued with this concern and informed that CCTV facility is already available in Exam Section. He suggested a need to install CCTV facility in the campus.

All the Committee members agreed to install CCTV facility in the campus.

Agenda 6: To decide plan of action for NAAC SSR Preparation

Dr. U. P. Moharil, Chairperson of IQAC suggested to prepare a plan of action for NAAC SSR on all the Individual criterions. All Criterion heads should interact with their fellow members for final preparation. The committee members recommended to the NAAC Coordinators to take the SSR preparation work.

The conclusions of the meeting and proposed action plan (March'17 – October'17)

1. It is planned to conduct internal administrative and academic audits of all the Departments.
2. It is decided to start activities under Entrepreneurship Development Cell / Incubation Centre.
3. It is decided to install CCTVs in the Campus and Eco-friendly measures.
4. It is decided to prepare action plan for NAAC SSR Preparation and follow-up.



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Prof. A. S. Bhanage, IQAC Coordinator proposed the date for the next meeting and unanimously decided in the Second week of September 2017. The meeting ends with formal vote of thanks.