

## Minutes of the Meeting

### IQAC – MET IOM

Date: 28/12/2019

Time: 10.30 am

Venue: IOM Conference room

A meeting of all the members of Internal Quality Assurance Cell with the teaching faculty and administrative staff of METIOM was held on 28/12/2019, in the presence of all appointed Management Representatives and external members.

#### Agenda:

1. To confirm the minutes of meeting of IQAC held on 24/06/2019
2. To present the Action taken report to the members
3. To work on extension activities for students.
4. To plan the Events for the academic year 2019-20 Sem II
5. National Conference and academic activities of the upcoming semester.
6. To discuss the quality development initiatives.
  - For Students
  - For Faculties
  - For administration
  - For Research Centre
7. To discuss the grievances of students if any
8. To discuss the progress of Research center
9. Any other Matter

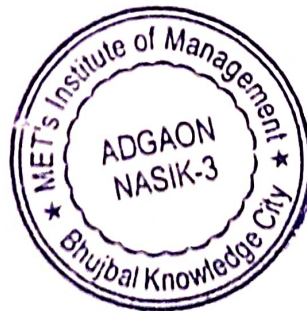
# MET's INSTITUTE OF MANAGEMENT

(Approved by AICTE, DTE, SPPU & Govt. of Maharashtra)

Following points were discussed and decisions were taken:

1. Dr. Prasad Joshi welcomed and thanked all the members to join for the IQAC meeting
2. Minutes of the previous meeting were read by Prof. Namrata Deshmukh and were approved by the committee members. Along with that Prof. Namrata Deshmukh also presented the Action Taken report the Committee based on the decisions taken in the previous meeting.
3. Dr. Yogesh Gaikwad Sir has briefed on the planning for Ph.D course work II, National Conference & regarding initiatives taken for MOUs as a part of extension activities.
4. IQAC Committee suggested to work on AQAR and conduction of AAA audit for AY 2019-20. It was instructed to concerned staff to make compliance of the same.
5. Dr. Atul Thombre was given entire charge of heading the Academics and Exam section and Prof. Pooja Varma will be the member of the Academic committee as well as Exam section.
6. It was suggested to the Academic Head to conduct a meeting with Faculties for finalization of Subject Allocation and give a brief on various components of CIA for enhancing the quality of Teaching & Learning process.
7. It was instructed by Director sir to plan activities for increasing students awareness on social responsibility.
8. Student representative have put forward a proposal for conducting an Industrial visit for minimum 2 days in the upcoming semester.
9. The progress quality initiatives based on 4 major parameters were tracked using the metrics and suggestions were given for improvements and compliance for the lagging initiatives.
10. Allocation of responsibilities & various committees were formed for the organization of different Meets. Heads of respective specialization were given the task to identify the industry experts from the respective domain for Panel discussion.
11. Prof. Vasudeo Sawant presented the results of 16 PF test & will be conducting Specialization Inventory Test for MBA 1<sup>st</sup> year students.
12. Mr. Vartak presented the placement status of MBA 2<sup>nd</sup> year students selected and their performance in Placement Week.
13. The committee also took the review of administrative, Infrastructure and financials of the institute.
14. There was no grievance reported from the students.
15. Meeting ended with Vote of Thanks by IQAC Coordinator Dr. Prasad Joshi.
16. Next meeting was decided to be conducted in the month of May 2020.

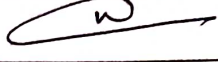
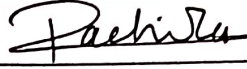
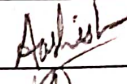

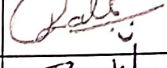
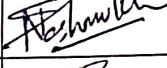
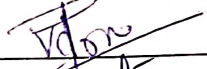


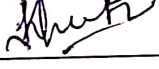

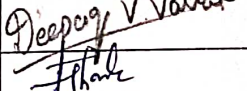
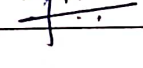
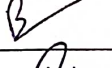
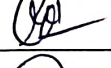
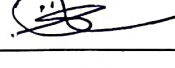

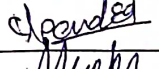
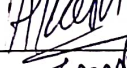
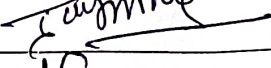
  
Mrs. Namrata Deshmukh  
IQAC Co-ordinator ( In charge)



  
Dr. Nilesh R. Berad  
IQAC Chairman

# MET's INSTITUTE OF MANAGEMENT

(Approved by AICTE, DTE, SPPU & Govt. of Maharashtra)

<u>Attendees IQAC:</u>	Name	Signature
Management Representative :	Dr. Mrs. Shefali Bhujbal	SSB
Chairperson:	Dr. Nilesh Berad	
Administrative officer:	Mrs. Rachita Baid	
Society Representative :	Mr. Sanjay Patil	
Alumni :	Aashish Talikot	
Industry Representative :	Mr. Mahesh Gunjal	
Industry Representative :	Mr. Sachin Birari	
IQAC Coordinator (in charge):	Mrs. Namrata Deshmukh	
IQAC Members :	Ms. Pooja Varma	
IQAC Members:	Mrs. Kalyani Kapate	
IQAC Members :	Dr. Yogesh Gaikwad	
Student representative :	Ms. Khushbu Bramhecha	
<u>Attendees Staff:</u>	Prof. V. M. Sawant	
	Mr. Deepak Vartak	
	Dr. Atul Thombre	
	Dr. Prasad Joshi	
	Mrs. Brototi Mistri	
	Mr. Nilesh Chhallare	
	Mr. Santosh Gaikwad	
	Mr. Yogesh Jadhav	
	Mr. Manav Agarwal	
	Mr. Upendra Gawali	
	Mr. Akash Barve	
	Mr. Madan Jagzap	
	Mr. Ajay Ukande	