

MSPM's

**Deogiri Institute of Engineering and Management Studies, Deogiri Campus, Station Road,
Aurangabad, Maharashtra-431001**

Date: 05/12/2016

Day: Monday

Time: 3:30 pm

Venue: Conference Hall

Agenda: The agenda is as follows:

- A1: Guidelines of IQAC
- A2: Apply for NAAC
- A3: Preparation of NAAC
- A4: Feedback mechanism from stakeholders
- A5: Teaching and Non-teaching staff approval
- A6: Enhancing Library resources

Minutes of Meeting

A1. Guidelines of IQAC: The Coordinator IQAC gave a brief presentation on the guidelines of IQAC and its role in Institute.

Resolution: As per IQAC guidelines the cell will channelize all efforts and measures of Institution for promoting holistic academic excellence in a healthy environment.

Proposer: Dr. U.D. Shiurkar

Secunder: Prof. A.V. Nikalje

A2. Apply for NAAC: According to the guidelines, process for NAAC application was discussed in detail in the meeting.

Resolution: It was resolved that DIEMS will apply for NAAC before March 2017.

Proposer: Prof. S.C. Borse

Secunder: Prof. C.V.Mane

A3. Preparation of SSR: All Seven criteria of NAAC were reviewed and mechanism for preparation of SSR was discussed.

Resolution: Prof. S.B.Kalyankar was appointed as NAAC Coordinator. A steering committee consisting of all Head of Department was formed

Proposer: Shri Vishwas Yelikar

Secunder: Mr. Prashant Verma

A4. Feedback mechanism from Stakeholder: For designing and planning academics emphasis was given on feedback mechanism from stakeholders.

Resolution: it was resolved that a well-structured feedback from all the stakeholders to be designed.

Proposer: Mr. Ashish Garde

Secunder: Prof. S.C.Borse

A5. Teaching and Non-Teaching staff approval: Existing staff details of approved staff were given by the chairman Dr. U.D. Shiurkar and informed the need of approved staff.

Resolution: It was resolved that the process for staff approval would be initiated by the institute as per the guidelines.

Promoter: Dr. U.D. Shiurkar

Seconder: Shri Vishwas Yelikar

A6. Enhancing Library Resources: The requirement for library was discussed in the meeting on the basis of syllabus and research activity

Resolution: Number of E-journals and books should be increased.

Promoter: Ms. Ankita Vidhate

Seconder: Prof. A.S. Pathan



Coordinator-IQAC



Chairman



MSPM's
Deogiri Institute of Engineering and Management Studies, Deogiri Campus, Station Road,
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Date: 09/02/2017

Day: Thursday

Time: 3:30 pm

Venue: Conference Hall

Agenda: The agenda is as follows:

- A1: Review of 1st Meeting
- A2: Activities for Student development
- A3: Liaising with Industries
- A4: Review of Mentor Mentee mechanism
- A5: Auditing Teaching Learning mechanism
- A6: Strengthening e-resources in the institute

Minutes of Meeting

A1. Review of 1st Meeting:

Resolution: The minutes of first meeting dated 5th Dec 2016 of Internal Quality Assurance cell are confirmed and approved

Proposer: Dr. U.D. Shiurkar

Seconder: Prof. Sachin C. Borse

A2. Activities for Student development: Academic excellence of Students should be inline with industrial world. Discussion was done in meeting to enhance the cocurricular and extracurricular activities of students.

Resolution: Institute will arrange seminars to promote students for undertaking recent courses and training programs as required by industries. Department will support students for sports and cultural activities for overall development of students.

Proposer: Dr. U.D. Shiurkar

Seconder: Mr. Ashish Garde

A3. Liaising with Industries: Industry-Institute interaction is major concern for the institute. Involvement of industrial world will help the institute to understand the industry needs.

Resolution: It was resolved that the institute will focus on industry visit, Industrial projects. Inviting industry persons for various occasions in DIEMS.

Proposer: Mr. Ashish Garde

Seconder: Mr. Prashant Verma

A4. Review of Mentor-Mentee Mechanism: Mentor-Mentee mechanism is one of the best practice of DIEMS. Dr. U.D. Shiurkar in brief elaborated the mentor-mentee mechanism. Activities of mentor-mentee mechanism was reviewed in the meeting.

Resolution: it was resolved that this mechanism should be channelized for enhancing the skill set of students by Mini-Projects, Presentation and Seminars.

Proposer: Prof. A.V.Nikalje

Secunder: Prof. A.S.Pathan

A5: Auditing Teaching Learning mechanism: Existing teaching mechanism was reviewed in this meeting. Quality checks and academic monitoring process was discussed in detail.

Resolution: Members of IQAC suggested to conduct internal academic audit, formats of internal audit was finalized in the meeting.

Proposer: Prof. S.C. Borse

Secunder: Prof. C.V.Mane

A6. Strengthening E-resources in the institute: E-resources play a vital role in research, consultancy and project work. E-resources help to enhance the teaching learning process.

Resolution: Each department should have minimum two ICT classrooms, Access to E-journals should be made available.

Proposer: Dr.U.D.Shiurkar

Secunder: Prof. A.V.Nikalje



Coordinator-IQAC



Chairman



MSPM's
Deogiri Institute of Engineering and Management Studies, Deogiri Campus,
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Date- 03/05/2017
Day- Wednesday

Time-4.00 PM
Venue- Conference Room

Agenda: The Agenda of Meeting is as Follows:

- A1: Review of second Meeting
- A2: Review of NAAC Activities.
- A3: Faculty Enrichment Programs.
- A4: Review of Planning of next semester activities.

Minutes of Meeting

A1: Review of second Meeting- The minutes of second meeting dated 09/02/17 of Internal Quality Assurance Cell are Confirmed and approved.

A2: Review of NAAC Activities: Prof.S.B.Kalyankar briefed the NAAC activities. SSR for NAAC was submitted. All criteria's were discussed in detail by IQAC members.

Resolution: Two Mock visits planned to review the NAAC activities in the month of July and August.

Proposer: Prof. S.C.Borse

Secunder: Prof A.S.Pathan

A3: Faculty Enrichment Programs: Strengthening of Academics, Research and Consultancy are outcomes of Faculty Enrichment Programs. Members of IQAC emphasized on Faculty Enrichment Programs.

Resolution: It was resolved that each department of the Institute should organise F.D.P, W.S, Conferences, and Industrial Training of Faculties.

Proposer: Prof.C.V.Mane

Secunder: Shri Vishwas Yelikar

A4: Review of Planning of next semester activities: Academic planning was discussed in the meeting. Class test, Term Work and Practical of next semester was the important concern for all members.

Resolution: Academic calendar with change in class test Timing will be prepared.

Proposer:Prof.S.C.Borse

Secunder:Prof.C.V.Mane



Coordinator- IQAC



Chairman

