



**Suryadatta Education Foundation's  
Suryadatta College of Management Information Research and Technology  
(SCMIRT)**



**SCMIRT IQAC COMMITTEE Meeting NOTICE**

**Date:** 16/12/2018

This is to inform all members of SCMIRT IQAC Committee that the meeting will be held on Friday 18<sup>th</sup> December 2018 at 2:30 pm. You are requested to make yourself available to participate in the meeting.

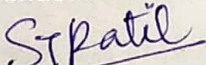
**Agenda for the meeting –**

- 1) To welcome the Members.
- 2) To grant leave of absence to members
- 3) To table and approve the minutes of last meeting agenda and the Action Taken Report.
- 4) To plan and organize various industrial visits & field trips for students.
- 5) To discuss changes to be made for effective mentorship.
- 6) To plan to introduce various certificate courses for students.
- 7) To motivate faculty members to attend FDPs, Seminars & refresher courses.
- 8) To arrange student activities on current affairs & current issues.
- 9) To discuss establishment of Start Up and Innovation cell.
- 10) To emphasis on research.
- 11) To discuss about framing of reward and recognition policy for students.
- 12) To discuss requirement of computer and software purchase.
- 13) Discuss any other matter with the permission of the Chair.

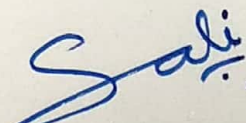
Day & Date: 18<sup>th</sup> December 2018

Time: 2:30 pm

Venue: Board Room

  
Dr. Sharad Patil

**IQAC co-ordinator**

  
Dr S.T. Sali

**IQAC Chairperson**



**Suryadatta Education Foundation's  
Suryadatta College of Management Information Research and Technology  
(SCMIRT)**



**Minutes of the Meeting and Action Taken Report**

The meeting of the SCMIRT IQAC Committee was held on Tuesday 18<sup>th</sup> December 2018 at 2.30 pm in the Board Room.

The following members were present.

Sr. No.	Name of the Person	Designation	Signature
1	Dr. Sudhakar Sali	Chairperson: Head of the Institution	<i>Sali</i>
2	Prof. Deepak Singh	Teacher Representative	<i>Deepak Singh</i>
3	Prof. Rasika Naik	Teacher Representative	<i>Rasika Naik</i>
4	Prof. Shekhar Chavan	Teacher Representative	<i>Shekhar Chavan</i>
5	Ms. Kimaya Chordiya	Management Representative	<i>Kimaya Chordiya</i>
6	Mrs. Nutan Gawali	Registrar	<i>Nutan Gawali</i>
7	Mrs. Netra Deshpande	Administrative Officer	<i>Netra Deshpande</i>
8	Mr. Neelkand Bajaj	Local Society Representative	<i>Neelkand Bajaj</i>
9	Ms. Nachiket Chavan	Student Representative	<i>Nachiket Chavan</i>
10	Mr. Amitkumar	Alumni Representative	<i>Amitkumar</i>
11	Dr. Pratiksha Wabale	Dean(Academic)	<i>Pratiksha Wabale</i>
12	Jayant Joshi	Industrialist	<i>Jayant Joshi</i>
13	Mr. Simandar Doshi	Parent Representative	<i>Simandar Doshi</i>
14	Dr. Shailesh Kasande	Invitee	<i>Shailesh Kasande</i>
15	Dr. Sharad Patil	IQAC Coordinator, Member Secretary	<i>Sharad Patil</i>

**Minutes:**

**Agenda No.1:** To welcome the Members.

Dr. Sharad Patil, Coordinator, IQAC welcomed all the members and Dr. Sudhakar Sali, Principal explained the agenda of the meeting to everyone present.

**Agenda No.2:** To grant leave of absence to the members

No member was absent on the date of meeting.

**Agenda No.3:** To table and approve the minutes of last meeting agenda and the Action Taken Report.

Dr. Sharad Patil tabled the minutes of the last meeting and the Action Taken Report. The same was unanimously approved by the members.

**Agenda No.4:** To plan and organize various industrial visits & field trips for students.

**Resolution No#1:**

It was unanimously resolved to have at least two industrial visits for the students.

**Agenda No.5:** To discuss changes to be made for effective mentorship.

**Discussion:** Dr. Sharad Patil expressed concerned about overall development of students to be taken care of. For that he suggested the changes to be made in mentorship styles.

**Agenda No.6:** To plan to introduce various certificate courses for students

**Discussion:**

Prof. Shekhar Chavan proposed to arrange certificate course on Innovation Development, Software testing, NEFT and RTGS as these are current trends.

**Resolution No#2:**

It was unanimously decided to start with add on courses for Students.

**Agenda No.7** To motivate faculty members to attend FDPs, Seminars & refresher courses.

**Discussion:**

Dr. Kasande discussed the importance of FDP, workshop, seminars and refresher course to faculties for their self development.

It was decided to arrange FDPs for Faculty members in the campus.

**Agenda No.8:** To arrange student activities on current affairs & current issues.

**Resolution No#3:** It was unanimously decided to conduct activities related to current affairs for students to enhance their general Knowledge.

**Agenda No. 9:** To discuss establishment of Start Up and Innovation cell.

**Discussion**

Dr. Shailesh Kasande advised to establish Start Up and Innovation cell and discussed about composition of committee.

**Resolution No#4:** It was unanimously resolved to have Start Up and Innovation Cell.

Attendance dated Tuesday 18<sup>th</sup> December 2018

Sr. No.	Name of the Person	Designation	Signature
1	Dr. Sudhakar Sali	Chairperson: Head of the Institution	<i>Sali</i>
2	Prof. Deepak Singh	Teacher Representative	<i>Ans</i>
3	Prof. Rasika Naik	Teacher Representative	<i>Rasika</i>
4	Prof. Shekhar Chavan	Teacher Representative	<i>Shekhar</i>
5	Ms. Kimaya Chordiya	Management Representative	<i>Kimaya</i>
6	Mrs. Nutan Gawali	Registrar	<i>Nutan</i>
7	Mrs. Netra Deshpande	Administrative Officer	<i>Neshpande</i>
8	Mr. Neelkand Bajaj	Local Society Representative	<i>Neelkand Bajaj</i>
9	Ms. Nachiket Chavan	Student Representative	<i>Nachiket</i>
10	Mr. Amitkumar	Alumni Representative	<i>Amit</i>
11	Dr. Pratiksha Wabale	Dean(Academic)	<i>Pratiksha</i>
12	Jayant Joshi	Industrialist	<i>Joshi</i>
13	Mr. Simandar Doshi	Parent Representative	<i>Simandar</i>
14	Dr. Shailesh Kasande	Invitee	<i>Shailesh</i>
15	Dr. Sharad Patil	IQAC Coordinator, Member Secretary	<i>SPatil</i>

*SPatil*  
Dr. Sharad Patil  
IQAC Co-ordinator

*Sali*  
Dr S.T. Sali  
IQAC Chairperson

**Agenda No. 10:** To emphasis on research.

**Discussion:**

- a) Dr. Sudhakar Sali discussed about research and publications in the reputed journals.
- b) Dr. Sharad Patil proposed to establish Research Cell.

**Resolution No#5:** It was unanimously resolved to establish a Research Cell.

**Agenda No. 11:** To discuss about framing of reward and recognition policy for faculty members.

**Discussion:**

Dr. Pratiksha Wable emphasized on having reward and recognition policy for faculty members to encourage them.

**Resolution No#6:** It was unanimously resolved to have reward and recognition policy for faculty members.

**Agenda No. 12:** To discuss requirement of computer and software purchase.

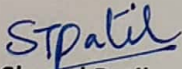
**Discussion:**


Prof. Deepak Singh discussed about the requirement of computers and different softwares for science department.

**Agenda No. 13:** Discuss any other matter with the permission of the Chair.

Dr. Sudhakar Sali taken review of feedback from students about faculty members and any other complaints. The analysis of feedback has been done in the meeting.

The meeting was closed at 5.00 pm by the vote of thanks by IQAC coordinator.

  
Dr. Sharad Patil  
IQAC Co-ordinator

  
Dr S.T. Sali  
IQAC Chairperson

### ACTION TAKEN REPORT

**Resolution No#1:** It was unanimously decided to conduct guest session from Industry Expert for Students.

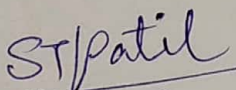
Primary Responsibility: Dr. Ketaki Kulkarni  
Supportive Responsibility: Training & Placement Cell  
Indicative Deadline: 2<sup>nd</sup> December 2018  
Current Status: Implemented.


**Resolution No#2:** It was unanimously resolved to arrange industrial visit and events for interaction with industrial experts.

Primary Responsibility: Dr. Ketaki Kulkarni  
Supportive Responsibility: Training & Placement Cell  
Indicative Deadline: 30<sup>th</sup> September 2018  
Current Status: Implemented.

**Resolution No#3:** It was unanimously resolved the division of criteria wise work among faculty members.

Primary Responsibility: Dr. Sudhakar Sali  
Supportive Responsibility: IQAC Coordinator and IQAC Cell  
Indicative Deadline: 15<sup>th</sup> September 2018  
Current Status: Implemented.

  
Dr. Sharad Patil  
IQAC Co-ordinator

  
Dr S.T. Sali  
IQAC Chairperson