

**G.K. Gujar Memorial Charitable Trust's
Dr. Ashok Gujar Technical Institute's
Dr. Daulatrao Aher College of Engineering, Karad.
Internal Quality Assurance Cell (IQAC)**

DATE: 03.03.2018

CIRCULAR

Meeting of IQAC committee members is scheduled as per following

Date & Time: 02/05/2018 (3.00 pm)

Venue: Conference Room

Agenda:

1. Review of minutes of last meeting
2. Academic Calendar
3. Time Table
4. Teaching Learning Process
5. University Results
6. Mechanism of Quality Assurance.
7. Research and Development Activity .
8. Faculty Feedback.
9. Short Term Goals.
10. Industries Institute Interaction
11. Suggestions for Improving Placements of Students.

All concerned are informed to attend the meeting.


Dr. A. M. Mulla

Principal

Copy to:

1. **The Secretary**
2. **The Chairman**
3. **IQAC Committee / HODs**

4. *Office copy*




Principal
Dr. Ashok Gujar Technical Institute's
Dr. Daulatrao Aher College of Engineering, Karad

VVR Side
SAC W.

HG Hue

AMZ - W.

APA BW
ANP Patel

PJC PP



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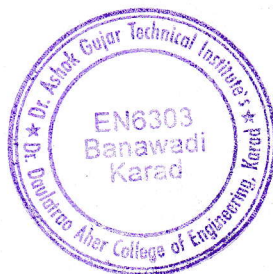
Minutes of Meeting held on 02/05/2018


A meeting of I.Q.A.C was held on **02/05/2018**. The meeting was presided by Hon'ble principal and attended by IQAC committee members.

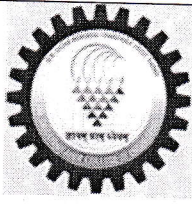
The minutes of the meeting are as follows:

1. Review of minutes of last meeting - The Minutes of the previous meeting was confirmed.
2. Academic Calendar – All HOD's and Dean Academics are informed to prepare the academic calendar of their department before commencement of the semester.
3. Time table - All HOD's are informed to prepare the time table of their department before commencement of the semester in well advance.
4. Teaching Learning Process
 - a. Load Distribution – All HOD's are informed to distribute load of coming semester before 10 May 2018.
 - b. Course File - Prepare course file before commencement of the semester.
5. University Result – All are informed to take necessary action to improve the results.
6. Mechanism of Quality Assurance: NBA, ISO – Review of NBA and ISO is taken.
7. Research and Development Activity – All are informed to motivate faculty and students for publishing their research work in Quality Publications
8. Faculty Feedback – Review of faculty feedback is taken.
9. Short Term Goals – All are informed to prepare proposals for centre of excellence in each department
10. Industries Institute Interaction. – It has been decided to improve the Industries Institute Interaction through industry visits, expert lectures and signing MOU's etc.
11. Suggestions for Improving Placements of Students – For improvement in placement it has been suggested to arrange softs skills development training programs and aptitude tests for the students.

The meeting ended with thanks to the Chair.



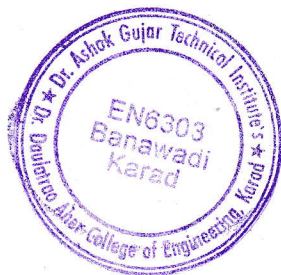

Principal
Dr. Ashok Gujar Technical Institute's
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List of members present for meeting held on **02/05/2018**

Sr. No.	Name	Designation	Sign
1	Dr. A. M. Mulla, Principal	Chairman	
2	Mr. H. M. Kumbhar	Member	
3	Mr. R. C. Badgujar	External Member	
4	Mr. Udaysinh Gaikwad	External Member	
5	Mr. A. P. Adsule	Member	
6	Mr. S. A. Lokare	Member	
7	Mr. P. J. Chorge	Member	
8	Dr. A. M. Zende	Member	
9	Mr. H. K. Shete	Member	
10	Mr. A. N. Patil	Member	
11	Mr. V. V. Rangate	Member	
12	Mr. S. D. Bagade	Coordinator	



Principal
Dr. Ashok Gujar Technical Institute's
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