

**NOTICE OF THE IQAC MEETING**

Date: 04/02/2021

You are hereby requested to attend the IQAC meeting as per following details and agenda:

Day & Date: Monday, 22/02/2021

Time: 11.00 am

Venue: Manthan

**Agenda:**

1. Status and progress of AQAR 2019-20
2. Review of FDP
3. Organizing a programme through ED Cell
4. 360° appraisal of faculty
5. AOB

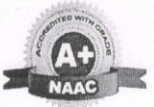
Thanking you,

Yours sincerely

Dr. Jitendra Bhandari  
IQAC Chairman  
Director I/C, IMERT

Dr. Rupendra Gaikwad  
IQAC coordinator,  
IMERT

 Dr. Rupendra Gaikwad Prepared by	 Reviewed/Recommended by	 Dr. Jitendra Bhandari Approved by
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**Attendance for the meeting**

Sr. No.	Name	Designation	Signature
1	Dr. Jitendra Bhandari	Chairman	
2	Dr. Pranav Kayande	Teaching Representative	
3	Dr. Vinod Mohite	Teaching Representative	Absent
4	Mr. Vivekanand Gaikwad	Teaching Representative	
5	Mr. Praful Sarangdhar	Teaching Representative	
6	Ms. Pranjal Jadhav	Teaching Representative	
7	Mr. Manik Nikam	Admin Staff Representative	Absent
8	Dr. Rupendra Gaikwad	IQAC Coordinator	

**Minutes of the meeting**

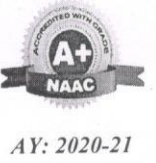
**Agenda #1:** Status and progress of AQAR 2019-20

**Resolution/Discussion/Suggestion:** Dr. Rupendra Gaikwad presented the status and progress of AQAR 2019-20. The last date of submission was extended from 31<sup>st</sup> December 2020 to 31<sup>st</sup> May 2021. However, the work is going ahead with full speed and it shall be completed by the due date. Dr. Gaikwad promised the meeting for timely completion of the AQAR work.

Proposed by: Dr. Rupendra Gaikwad

Seconded by: All members

 Dr. Rupendra Gaikwad Prepared by	 Reviewed/Recommended by	 Dr. Jitendra Bhandari Approved by
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**Agenda #2: Review of FDP**

**Resolution/Discussion/Suggestion:** A national level FDP was jointly organized by PGRC and FDP committee of IMERT. The topic was “How to write High quality Research Paper and Publish it in high rated UGC Care/ Scopus listed Journals”. The resource person was Dr. M. Gurusamy.

Proposed by: Dr. Jitendra Bhandari  
Seconded by: Dr. Pranav Kayande

**Agenda #3: Organizing a programme through ED Cell**

**Resolution/Discussion/Suggestion:** As an initiative of IQAC, we need to conduct some programme through ED Cell in this semester. The ED Cell in-charge, Mr. Vivekananda Gaikwad agreed upon it and agreed to plan and conduct a program on ED as soon as possible.

Proposed by: Dr. Jitendra Bhandari  
Seconded by: Mr. Vivekananda Gaikwad

**Agenda #4: 360° appraisal of faculty**

**Resolution/Discussion/Suggestion:** As a part of faculty appraisal system, it was brought into the notice of all attendees by Dr. Rupendra Gaikwad that we need to follow the 360° appraisal system suggested by AICTE, New Delhi. The parameters of appraisal were brought into the notice of all the members.

Proposed by: Dr. Rupendra Gaikwad  
Seconded by: Dr. Jitendra Bhandari

**Agenda #5: AOB**

1. Starting SWAYAM-NPTEL MOOCs at IMERT:

**Resolution/Discussion/Suggestion:** On the backdrop of pandemic, online learning has gained a lot of importance. Taking this fact into consideration, Dr. Rupendra Gaikwad applied to NPTEL for establishing a local chapter at IMERT. NPTEL approved our request on 21<sup>st</sup> January 2021, and sent us the approval letter. Now NPTEL Local Chapter has been officially started in IMERT for the benefit of students as well as faculty members.

Proposed by: Dr. Rupendra Gaikwad  
Seconded by: Ms. Pranjal Jadhav

2. Academic Administrative Audit:

**Resolution/Discussion/Suggestion:** The need of AAA was brought into the notice of all attendees by Dr. Rupendra Gaikwad. All of them unanimously expressed their opinions on the topic.

Proposed by: Dr. Rupendra Gaikwad  
Seconded by: Mr. Vivekanand Gaikwad

 Dr. Rupendra Gaikwad Prepared by	 Reviewed/Recommended by	 Dr. Jitendra Bhandari Approved by
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