

Minutes of 1st Quarterly Meeting of IQAC on 11-10-2021

Date of Meeting: 11-10-2021

Place: Conference Room, VCO

Time: 11 A. M.

1st Quarterly meeting of IQAC, IITE was held in VC Conference Room for the work already done and future projection of work by IQAC.

The agenda of the meeting was to see the work done by IQAC, discussion on comments raised during past meetings and regarding the update of NAAC related work.

Prof. Divya Sharma, Head and Member Secretary IQAC, presented the report of work done by IQAC.

The members present in the meeting were:

Prof. Bharat Joshi

Dr. Kalpesh Pathak

Dr. Kunjan Shah

Dr. Divya Sharma

During the meeting, the following things were pointed out.

Minutes of Meeting

Agenda 1: Annual work of IQAC

The work done by IQAC over the year was presented. The committee took note of the work done and appreciated the same.

Resolution 1:

The committee took note of the work done and appreciated the same.

Agenda 2: To take note of the minutes of weekly meeting and NAAC Core Committee meetings.

Weekly meeting of coordination committee are held every Friday wherein the work to be done for coming week is planned and action taken for previous week is presented. The institutional level NAAC Core Committee is formed to compile the data for NAAC. The work and meetings of the committee are minutised. The same was presented. The committee took note of the work done and appreciated the same. The committee suggested the following work to be under taken by IQAC:

Resolution 2:

The committee took note of the work done for NAAC and appreciated the same.

It was resolved to coordinate various committees for completing the works of respective criterion.

Agenda 3: To take note of the work done under NAAC Core Committee meetings.

The work done under NAAC Core Committee was presented. The committee was briefed about summary of the work done and the amount of work that remains to be done.

Resolution 3:

The committee took note of the work done and appreciated the same. It was resolved to submit SSR on time.

Following Members present in the meeting were:

1. Dr. Kalpesh Pathak, Member, IQAC
2. Prof. (Dr.) Divya Sharma, Head, IQAC
3. Dr. Bharat Joshi, Member, IQAC
4. Dr. Kunjan Shah, Member, IQAC