

Minutes of MeetingsDate : 23rd July 2020

Dr. Vijay M Wadhal, Principal & IQAC Chairman and Dr. Mrs.P.Malathi, Vice Principal and IQAC coordinator welcomed all IQAC Members for the meeting of conclusion of academics of semester II of Academic Year 2019-20. (Due to COVID-19 Lockdown, meetings of previous semester conclusion and beginning of Semester II were clubbed together)

Sr. No.	Points Discussed in Meeting	Plan of Action	Implementation Status and Action to be Taken
1.	Academic Advisory Board meeting	Academic Advisory board meetings has to be conducted by Departments once per semester was the suggestion from the members.	All Departments conducted AAB meeting
2.	FDP/Workshop/STTP Conduction	Allied Departments can conduct common FDP/Workshop/STTP for students and Faculty members.	11 workshops ,4 Seminars , 23 Webinars and 52 Facebook sessions were conducted.
3.	International/National Conference	One International/National Conference in series preferably has to be planned per year under RnD cell.	<ul style="list-style-type: none">• International Webinar on Industry 4.0 and E-symposium were conducted by the Institute.• Library sessions on Research paper writing on IEEE publications was conducted to encourage faculty members to write quality research papers• Conference planning is in process
4.	Planning of technical, cultural and sports activities	Planning of technical, cultural and sports activities need to be planned in first week of February 2020	Budget of 14 Lakhs and 66 thousand was sanctioned for technical, cultural and sports activities and the activities were conducted from 5 th Feb 2020 to 12 th Feb 2020.
5.	Certificate Courses	Policy has to be made to conduct Certificate courses.	Policy preparation is in progress.