



Matoshri Education Society's

Matoshri College Of Engineering & Research Centre

Approved by : All India Council for Technical Education, New Delhi (AICTE),
Directorate of Technical Education, Maharashtra(DTE)

Affiliated to : Savitribai Phule Pune University, Pune

Accredited by : NAAC, Recognized under section 2(f) & 12 (b) of the UGC Act, 1956

Internal Quality Assurance Cell (IQAC)

MINUTES OF THE MEETING-ATR (2024-25)

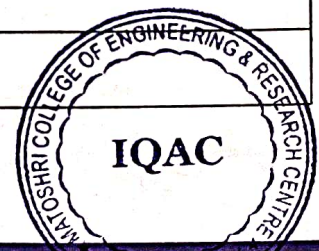
A meeting of the members of Internal Quality Assurance Cell (IQAC) is scheduled on 12th Aug, 2024 at 11.30 am Board room of the college.

The following members were present in the meeting:

Sr. No.	Name of Member	Designation	Role in IQAC
1	Dr. Kharate Gajanan K.	Principal	Chairperson
2	Er. Darade Kunal N.	Secretary	Management Representative
3	Dr. Patil Varsha H.	Vice Principal	Senior Teacher Representative
4	Dr. Saner Amol B.	Professor	IQAC Coordinator
5	Dr. Khule Shridhar S.	Professor	Senior Teacher Representative
6	Dr. Pawar Sangita V.	Assistant Professor	Teacher Representative
7	Mrs. Shinde Shradha S.	Assistant Professor	Teacher Representative
8	Ms. Madhuri Nimse	Assistant Professor	Teacher Representative
9	Mr. Khan Mohammad Salim M.	Assistant Professor	Teacher Representative
10	Mr. Patil Roshan S.	Assistant Professor	Teacher Representative
11	Mr. M. T. Dhande	Assistant Professor	Teacher Representative
12	Ms. Ugale P. G.	Assistant Professor	Teacher Representative
13	Mr. Priyanka Raut	Assistant Professor	Teacher Representative
14	Mr. Nirgude Amol S.	Registrar	Administrative Officer
15	Miss. Godse Manisha.N.	Librarian	Library Representative
16	Mr. Yalwande Nilesh.R.	Head, Account Section	Account Section Representative
17	Mr. Kumavat Nitin. M.	Head, Student Section	Student Section Representative
18	Mr. Sathe Dhiraj Devran	Member	Employers
19	Er. Lodha Roshan	Member	Industrialist
20	Mr. Sangamnere Ganpat	Member	Parent
21	Mr. Sangamnere Vishakha G.	Member	Student

The leave of absence of the following members were granted.

1. Mr. Aute Suresh
2. Mr. Sangamnere Vishakha G.



At the outset Dr. Amol Saner IQAC Coordinator welcomed all the members of committee.

A.1: Confirmation of the minutes of the IQAC meeting held on 13/05/2024

The minutes of the meeting of the IQAC held on 13/05/2024 is placed before the IQAC for confirmation.

Resolution: The minutes of the IQAC meeting held on 13/05/2024 was approved by the council after the discussion.

A.2: Action taken report on the decision of the IQAC meeting held on 13/05/2023

Agenda	Actions taken
Agenda-01: Discussion on the use of learning management system (LMS).	Discussion was held on use of learning management system (LMS). It was resolved that Dean academic gave suggestion to use cloud-based LMS model for effective out class engagement and was approved by the council after discussion..
Agenda-02: Review of application for Autonomy.	Discussion was held on review of application for Autonomy.. It was resolved that chairperson solved all the queries and also reviewed the progress and suggested criteria heads to interact with fellow members.
Agenda-03 Review of academic progress and department achievements.	Discussion was held on academic progress and department achievements. It was resolved that chairperson suggested some point regarding academic progress and department achievements.

A.3: Discussion on the UG & PG curriculum structure

The Dean of Academics presented the undergraduate (UG) and postgraduate (PG) curriculum structure, along with a detailed syllabus for the first year and M.Tech program, for an autonomous institute. The Chairperson addressed all queries raised and reviewed the progress, offering valuable suggestions for improvement. To further enhance the process, the Dean recommended that all department heads present the UG and PG curriculum structures at the upcoming Board of Studies (BOS) meeting.

Resolution: All department heads shall present their respective UG and PG curriculum structures at the upcoming Board of Studies (BOS) meeting for further review and enhancement, in accordance with the Dean's recommendation for continuous academic development.

A.4: Discussion on the UG & PG- CAT examination pattern

Dr. Dighe, the Dean of Examinations, provided a detailed discussion on the UG and PG examination pattern (CAT) for the autonomous institute, while the Chairperson reviewed the progress and recommended key improvements.

Resolution: Suggestions provided by the Chairperson be taken into consideration for refining the examination process, with necessary revisions and enhancements to be implemented in line with the institute's academic objectives.



A.5: Review of NBA accreditation preparation and suggestions.

Dr. Varsha Patil carried out a comprehensive review of the work and progress of the Computer, E&TC, and Mechanical Engineering departments during the NBA visit. She offered her suggestions on improving preparation and execution, resolved any NBA-related queries, and the Chairperson provided valuable input and key recommendations for the visit.

Resolution: Suggestions and recommendations made by both Dr. Patil and the Chairperson be implemented to further strengthen the departments' readiness for NBA accreditation, with progress to be reviewed in subsequent meetings.

A.6. Any other matter permitted by the Chairperson of IQAC.

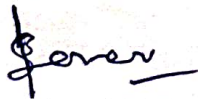
No point was raised for further discussions..

Suggestions / Feedback of members

- To enhance the overall quality and effectiveness of the curriculum in preparing students for success in their respective fields.
- Chairperson's review was constructive, addressing all queries raised and providing valuable suggestions aimed at refining the curriculum
- The feedback and suggestions from both Dr. Dighe and the Chairperson are essential for enhancing the examination framework
- Feedback from both Dr. Patil and the Chairperson offers a clear roadmap for continuous improvement and enhanced alignment with NBA standards

Resolution: It is resolved that the suggestions provided by Dr. Dighe, Dr. Patil, and the Chairperson be carefully considered and implemented to strengthen the curriculum, examination framework, and NBA accreditation process, with progress to be reviewed periodically.

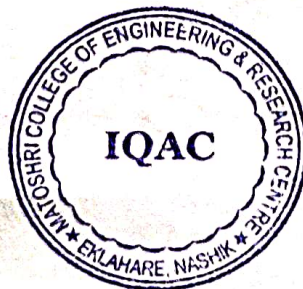
It was suggested to conduct next IQAC meeting on Nov-2024. IQAC Coordinator thanked the members for their suggestions and active participation in the meeting and meeting ended with vote of thanks by IQAC coordinator.



Dr. Amol B. Saner
IQAC Coordinator



Dr. G.K. Kharate
Chairperson, Head of the Institute





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MINUTES OF THE MEETING-ATR (2024-25)

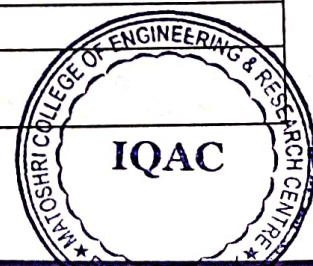
A meeting of the members of Internal Quality Assurance Cell (IQAC) is scheduled on 11th Nov, 2024 at 11.30 am Board room of the college.

The following members were present in the meeting:

Sr. No.	Name of Member	Designation	Role in IQAC
1	Dr. Kharate Gajanan K.	Principal	Chairperson
2	Er. Darade Kunal N.	Secretary	Management Representative
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4	Dr. Saner Amol B.	Professor	IQAC Coordinator
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19	Er. Lodha Roshan	Member	Industrialist
20	Mr. Sangamnere Ganpat	Member	Parent
21	Mr. Sangamnere Vishakha G.	Member	Student

The leave of absence of the following members were granted.

1. Mr. Tiwari Ashish Kumar.
2. Mr. Sangamnere Ganpat



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At the outset Dr. Amol Saner IQAC Coordinator welcomed all the members of committee.

A.1: Confirmation of the minutes of the IQAC meeting held on 12/08/2024

The minutes of the meeting of the IQAC held on 12/08/2024 is placed before the IQAC for confirmation.

Resolution: The minutes of the IQAC meeting held on 12/08/2024 was approved by the council after the discussion.

A.2: Action taken report on the decision of the IQAC meeting held on 12/08/2024

Agenda	Actions taken
Agenda-01: Discussion on the UG & PG curriculum structure	Discussion was held on the UG & PG curriculum structure It was resolved that all department heads to present their respective UG and PG curriculum structures at the upcoming Board of Studies (BOS) meeting for further review and enhancement, in accordance with the Dean's recommendation for continuous academic development
Agenda-02: Discussion on the CAT examination pattern	Discussion was held on the CAT examination pattern It was resolved that Suggestions provided by the Chairperson be taken into consideration for refining the examination process, with necessary revisions and enhancements to be implemented in line with the institute's academic objectives
Agenda-03 Review of NBA accreditation preparation and suggestions	Discussion was held on review of NBA accreditation preparation and suggestions. It was resolved that suggestions and recommendations made by both Dr. Patil and the Chairperson be implemented to further strengthen the departments' readiness for NBA accreditation, with progress to be reviewed in subsequent meetings

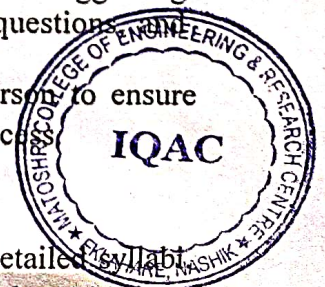
A.3: Review of NBA Accreditation Compliance

The NBA Accreditation Compliance for the Computer, E&TC, and Mechanical Engineering departments was reviewed, with Dean Dr. Varsha Patil suggesting improvements in preparation and execution, resolving NBA-related questions, the Chairperson contributing key recommendations for the visit.

Resolution: Suggestions made by Dr. Varsha Patil and the Chairperson to ensure compliance with NBA standards and to strengthen the accreditation process.

A.4: Discussion on Honors Courses

All department heads presented the honors courses along with their detailed syllabi. The Chairperson addressed the queries raised, reviewed the progress, and provided



valuable suggestions for further improvement. To strengthen the process, the Dean recommended that all department heads organize a BOS meeting to discuss the double minor honors basket courses.

Resolution: Suggestion to all department heads organized a Board of Studies (BOS) meeting to discuss and review the double minor honors basket courses

A.5: AQAR Submission for 2023-24.

The NAAC AQAR for the academic year 2023-24 was presented to the IQAC for approval. During the meeting, members discussed the required updates to the content in line with the AQAR format. After agreeing on minor adjustments, the AQAR was approved for submission to the NAAC office.

Resolution: NAAC- AQAR of the academic year 2023-24 was approved by the council after discussion. Finalized AQAR be submitted to the NAAC office for further processing and evaluation.

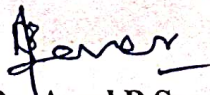
A.6. Any other matter permitted by the Chairperson of IQAC.

Suggestions / Feedback of members

- Enhancing the departments' readiness for the NBA visit, ensuring that the necessary steps are taken to meet the accreditation standards.
- Guided the refinement of the honors courses and enhance their overall impact.
- IQAC Members suggested minor changes & gave approval to submit AQAR to NAAC office.
- The members effectively identified the necessary updates and provided valuable suggestions for minor adjustments, which were promptly incorporated.

Resolution: It is resolved that the recommendations and updates provided by the members will be implemented as part of the ongoing efforts to maintain quality standards.

It was suggested to conduct next IQAC meeting on **Feb-2025**. IQAC Coordinator thanked the members for their suggestions and active participation in the meeting and meeting ended with vote of thanks by IQAC coordinator.



Dr. Amol B. Saner
IQAC Coordinator



Dr. G.K. Kharate
Chairperson, Head of the Institute

