



Date: Dec 22, 2020

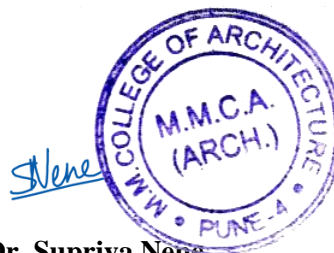
Meeting of Internal Quality Assurance Cell (IQAC) Committee

The 2nd Meeting of the Internal Quality Assurance Cell (IQAC) for the Academic Year 2020-2021 is scheduled for Jan 5, 2021, in an online mode at 11.00 a.m. All Members are requested to be present for the meeting at a given time.

Day & Date of Meeting : Tuesday, 5th Jan 2021
Time : 11.00 A.M
Venue : Online (Google Meet Video Conferencing)

Proposed Agenda of Internal Quality Assurance Cell (IQAC) Committee meeting:

Sr. No.	Agenda
1.	Welcome Address by Principal and Chairperson of IQAC
2.	To Read and Confirm the minutes of the Internal Quality Assurance Cell (IQAC) Committee meeting held on 15/06/2020
3.	To know the action taken report of the previous IQAC Committee Meeting held on 15/06/2020
4.	To review the compiled data of Term-I and suggest new measures and Programs under IQAC to be conducted in the Term II of AY 2020-21
5.	To discuss program details to be conducted during NAAC on-site Peer Team visit (PTV), which is scheduled on 27 th and 28 th Jan 2021.
6.	To discuss the Roles & Responsibilities of Committee heads for NAAC data presentation and support from respective teams.
7.	Any other subject with the permission of the Chair.



Place : Pune - 411004
Date : Dec 22, 2020

Dr. Supriya Nene
Principal & Chairperson of IQAC



Acknowledgment for Receipt of the

Notice & Agenda of Internal Quality Assurance Cell (IQAC) Meeting

Received Notice & Agenda of the Internal Quality Assurance Cell (IQAC) Meeting scheduled to be held on **Tuesday, January 5, 2021**

Sr. No	Name	Designation	IQAC Committee Designation	Signature
1.	Dr. Supriya D. Nene	Principal, MMCOA	Chairperson	Acknowledged
2.	Prin. B.G. Jadhav	Executive President, Marathwada Mitra Mandal	Member	Acknowledged
3.	Shri. Kishor H. Mungale	Secretary, Marathwada Mitra Mandal	Member	Acknowledged
4.	Dr. Shubhangi Shirole	NAAC Coordinator	Member	Acknowledged
5.	Ar. Christopher Benninger	Architect, CCBA Associates	Expert Member	Acknowledged
6.	Ar. Girish Doshi	Architect and Academician	Expert Member	Acknowledged
7.	Ar. Vinod Dusia	Alumni	Member	Acknowledged
8.	Asst. Prof. Preeti Joglekar	Senior Faculty Member	Member	Acknowledged
9.	Asst. Prof. Majusha Wagh	Senior Faculty Member	Member	Acknowledged
10.	Asst. Prof. Kirti Sagonkar	Senior Faculty Member	Member	Acknowledged
11.	Mrs. Dhanashree Ghare	Educational Psychologist	Expert Member	Acknowledged
12.	Mr. Subhash Kibe	Office superintendent	Member	Acknowledged
13.	Mr. Hrishikesh Deo	President, Students Council, MMCOA	Member	Acknowledged
14.	Ar. Ujjwala Palsuley	Academic Coordinator	IQAC Coordinator	Acknowledged



**Minutes of the Internal Quality Assurance Cell Committee Meeting
5th January 2021**

The 2nd meeting of the Internal Quality Assurance Cell (IQAC) Committee for the Academic Year 2020-2021 was held on Tuesday, 5th January 2021 at 11:00 AM in an online mode to transact the business according to the previously circulated meeting notice and agenda dated 22/12/2020.

The IQAC coordinator, Prof. Ujjwala Palsuley welcomed all the honorable members of the IQAC for sparing valuable time for this meeting. The meeting was started under the chair of Principal Dr. Supriya Nene.

The following members were present for the meeting.

Sr. No	Name	Designation	IQAC Committee Designation
1.	Dr. Supriya D. Nene	Principal, MMCOA	Chairperson
2.	Prin. B.G. Jadhav	Executive President, Marathwada Mitra Mandal	Member
3.	Shri. Kishor H. Mungale	Secretary, Marathwada Mitra Mandal	Member
4.	Dr. Shubhangi Shirole	NAAC Coordinator	Member
5.	Ar. Girish Doshi	Architect and Academician	Expert Member
6.	Asst. Prof. Preeti Joglekar	Senior Faculty Member	Member
7.	Asst. Prof. Majusha Wagh	Senior Faculty Member	Member
8.	Asst. Prof. Kirti Sagaonkar	Senior Faculty Member	Member
9.	Mrs. Dhanashree Ghare	Educational Psychologist	Expert Member
10.	Mr. Subhash Kibe	Office superintendent	Member
11.	Mr. Hrishikesh Deo	President, Students Council, MMCOA	Member
12.	Ar. Ujjwala Palsuley	Academic Coordinator	IQAC Coordinator

The following businesses were transacted in the meeting.

Subject No.1

Welcome address by Principal and Chairperson of IQAC, Dr. Supriya Nene

Resolution No.1

The meeting started with the welcome address by the Principal and Chairperson of IQAC, Dr. Supriya Nene.



Subject No.2

To Read and Confirm the minutes of the IQAC Committee meeting held on 15/06/2020

Resolution No.2

Minutes of the IQAC Committee meeting held on 15/06/2021 were read by IQAC coordinator Prof Ujjwala Palsuley.

Proposed by : Prof. Ujjwala Palsuley
Seconded by : Dr. Supriya Nene
Resolution passed unanimously.

After the confirmation of the minutes, the Chairman signed the minutes.

Subject No.3

To know the action taken report of the previous IQAC Committee Meeting held on 15/06/2020.

Resolution No.3

The action taken report of the previous IQAC Committee Meeting held on 15/06/2020 was read by IQAC coordinator Prof. Ujjwala Palsuley. The action taken report was noted and approved by the Committee.

"Resolved that the action taken report of the previous meeting of 25/02/2021 were read and approved."

Proposed by : Prof Ujjwala Palsuley
Seconded by : Shri. K. H. Mungale
Resolution passed unanimously.

Subject No.4

To review the compiled data of Term-I and suggest new measures and Programs under IQAC to be conducted in the Term II of AY 2020-21.

Resolution No.4

Various measures and programs were recommended by the Principal and Chairperson of IQAC, Dr. Supriya Nene for the Term II of AY 2020-21.

Proposed by : Dr. Supriya Nene
Seconded by : Shri. K. H. Mungale

Subject No.5

To discuss program details to be conducted during NAAC on-site Peer Team visit (PTV), scheduled on 27th and 28th Jan 2021.

Resolution No.5

All committee heads were provided with guidelines to follow for the preparation during NAAC visit. Dr. Supriya Nene suggested strictly adhering to COVID-19 safety measures all the time. The entire campus continues to be regularly sanitized and a plan for RTPCR Testing must be done before the NAAC on-site Peer Team visit (PTV).



MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE

Proposed by : Dr. Supriya Nene
Seconded by : Prin. B.G. Jadhav
Resolution passed unanimously.

Subject No.6

To discuss the Roles & Responsibilities of Committe heads for NAAC data presentation and support from respective teams.

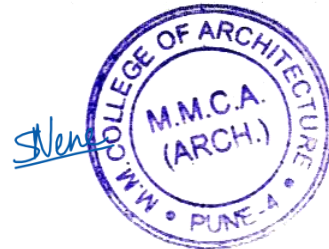
Resolution No.6

The role of committee heads for NAAC data is outlined and guided for their cooperation for finalization of data assimilation as per NAAC policies in-line with IQAC guidelines. They are again reminded of keeping the concern of timeline and deadlines at utmost priority.

All committee heads were directed about roles and responsibilities for the smooth functioning during NAAC visit.

Proposed by : Dr. Supriya Nene
Seconded by : Dr. Shubhangi Shirole

There being no any other subject, the meeting closed with the thanks to the Chair.



Place : Pune - 411004
Date : 05/01/2021

Dr. Supriya Nene
Principal and Chairperson of IQAC



Internal Quality Assurance Cell (IQAC) Meeting Attendance Sheet

The Internal Quality Assurance Cell (IQAC) meeting for the Academic Year 2020-2021 was held on **Tuesday, January 5, 2021**, in an online mode at 11.00 a.m.

Following members were present for the meeting.

Sr. No	Name	Designation	IQAC Committee Designation	Signature
1.	Dr. Supriya D. Nene	Principal, MMCOA	Chairperson	Attended
2.	Prin. B.G. Jadhav	Executive President, Marathwada Mitra Mandal	Member	Attended
3.	Shri. Kishor H. Mungale	Secretary, Marathwada Mitra Mandal	Member	Attended
4.	Dr. Shubhangi Shirole	NAAC Coordinator	Member	Attended
5.	Ar. Christopher Benninger	Architect, CCBA Associates	Expert Member	Absent
6.	Ar. Girish Doshi	Architect and Academician	Expert Member	Attended
7.	Ar. Vinod Dusia	Alumni	Member	Absent
8.	Asst. Prof. Preeti Joglekar	Senior Faculty Member	Member	Attended
9.	Asst. Prof. Majusha Wagh	Senior Faculty Member	Member	Attended
10.	Asst. Prof. Kirti Sagaonkar	Senior Faculty Member	Member	Attended
11.	Mrs. Dhanashree Ghare	Educational Psychologist	Expert Member	Attended
12.	Mr. Subhash Kibe	Office superintendent	Member	Attended
13.	Mr. Hrishikesh Deo	President, Students Council, MMCOA	Member	Attended
14.	Ar. Ujjwala Palsuley	Academic Coordinator	IQAC Coordinator	Attended



**Action Taken Report of the IQAC Committee Meeting
5th January 2021**

Sr. No.	Minutes Discussed	The recommendations by the IQAC committee	Action Taken
1.	Review the compiled data of Term-I and suggested new measures and Programs under IQAC to be conducted in the Term II of AY 2020-21.	<p>In tune with changing needs due to the Covid-19 situation, new pedagogies of teaching and learning need to be adopted by the faculty members.</p> <p>Architecture, being a new concept, a comprehensive Orientation program for the First Year students to be conducted.</p>	<p>Various new pedagogies of teaching and learning were adopted by the faculty. Video recording of the screenshots and use of Jamboards were promoted, which gave them a better understanding and as an outcome, concepts were cleared and drawings were produced as per requirements.</p> <p>First year Faculty Team organized In-house Orientation Program from 15th Jan 2021 - 25th Jan 2021. A series of interactive exercises of experience and expression for self and others were conducted.</p> <p>A Multi-disciplinary Induction Program was conducted for first-year students from 1st Feb 2021 - 5th Feb 2021.</p> <p>Online Induction Program with First Year students and Parents was organized on 6th Feb 2021</p>
2.	Discussed program details to be conducted during NAAC on-site Peer Team visit scheduled on 27 th and 28 th Jan 2021.	Due to the COVID-19 pandemic, all safety measures are to be taken into consideration. Prepare a detailed agenda for to on-site Peer Team visit.	The entire campus continues regularly sanitized and a plan for RTPCR Testing must be done before the NAAC on-site Peer Team visit. A detailed agenda of Peer Team visit was prepared and roles and responsibilities were delegated as per plan. The cultural program was planned by the Student Council and Cultural Committee members.
3.	To discuss the Roles & Responsibilities of Committe heads for NAAC data presentation and support from respective teams.	All committee heads were directed about roles and responsibilities for the smooth functioning during NAAC visit.	Formats for all reports were finalized as designed by IQAC to keep uniformity and streamline the information adequately and centrally organized. In order to check for status of preparation mock visits were done.

Nene

Dr. Supriya Nene

Principal and Chairperson of IQAC

