



**MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE**  
DECCAN, PUNE

IQAC Minutes of the Meeting(s) & Action Taken Reports: AY 2023-24

**IQAC 2<sup>nd</sup> Meeting: Jan 10, 2024**



**MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE**

**ACADEMIC YEAR 2023-2024**

**Meeting of Internal Quality Assurance Cell (IQAC)**

The second meeting of the Internal Quality Assurance Cell (IQAC) at MMCOA for the academic year 2023-2024 will take place on January 10, 2024, at 2:00 p.m. in the Seminar Hall on the first floor. All members are kindly requested to attend the meeting at a given time.

Day & Date of Meeting : Wednesday, January 10, 2024  
Time : 2.00 p.m.  
Venue : Seminar Hall, 1<sup>st</sup> Floor  
Marathwada Mitra Mandal's College of Architecture,  
302/A, Deccan Gymkhana,  
Pune- 411 004

**Agenda for Internal Quality Assurance Cell (IQAC) Meeting**

Sr. No.	Agenda Points
1.	To review and approve the minutes from the previous IQAC meeting held on July 31, 2023.
2.	To discuss the actions taken from the previous IQAC meeting held on July 31, 2023.
3.	To address the vacancies within the IQAC Committee and appoint new members.
4.	To analyze the feedback collected and actions taken during Term I of the academic year 2023-24.
5.	To assess the quality-related institutional processes during Term I of the academic year 2023-24.
6.	To recommend quality measures for implementation in Term II of the academic year 2023-24.
7.	To evaluate the completion of the Annual Quality Assurance Report (AQAR) for the academic year 2022-23.
8.	To address any other matters with the Chair's permission.



Place : Pune -411004  
Date : 5/01/2024

Dr. Jyoti Jain Tholiya  
IQAC coordinator

Prof. Aniruddha Jogalekar  
Principal



**MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE****ACADEMIC YEAR 2023-2024****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 **Wednesday, Jan 10, 2024**

Sr. No.	Name	Designation	IQAC Committee Designation	Signature
1.	-	Principal, MMCOA	Chairperson	-
2.	Prin. B. G. Jadhav	Executive President, MMM	Management Member	
3.	Mr. Kishor Mungale	Secretary, MMM	Management Member	
4.	Prof. Ravi Patwardhan	Design Chair, MMCOA	Expert Member	
5.	Prof. Aniruddha Jogalekar	Academic Coordinator, MMCOA	Teacher Member	
6.	Prof. Preeti Joglekar	Assistant Professor, MMCOA	Teacher Member	
7.	Prof. Prajakta Thamke	Assistant Professor, MMCOA	Teacher Member	
8.	Prof. Aparna Panganti	Assistant Professor, MMCOA	Teacher Member	
9.	Mr. Anil Gaikwad	Office Superintendent, MMCOA	Administration Member	
10.	Mrs. Dhanashree Ghare	Educational Psychologist	Local Society Nominee	
11.	Mr. Piyush Bhajekar	President Student Council Representative, MMCOA	Student Nominee	
12.	Ar. Vinod Dusia	Alumnus/Practicing Architect	Alumni Nominee	
13.	Ar. Girish Doshi	Design Chair, MMCOA	Employer Nominee	
14.	Ar. Atul Rajwade	Practicing Architect (Industrialist)	Parent Nominee	
15.	Dr. Jyoti Jain Tholiya	Associate Professor, MMCOA	IQAC Coordinator	



**MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE****ACADEMIC YEAR 2023-2024****Minutes of the Internal Quality Assurance Cell (IQAC) Meeting- Jan 10, 2024**

The meeting of the Internal Quality Assurance Cell (IQAC) of Marathwada Mitra Mandal's College of Architecture was held on Wednesday, Jan 10, 2024, in the Seminar Hall, 1<sup>st</sup> floor of Marathwada Mitra Mandal, 302/A, Deccan Gymkhana, Pune - 411004.

The following members were present for the meeting.

Sr. No.	Name	Designation	<b>IQAC Committee Designation</b>
1.	Prof. Aniruddha Jogalekar	Principal, MMCOA	Chairperson
2.	Prin. B. G. Jadhav	Executive President, MMM	Management Member
3.	Mr. Kishor Mungale	Secretary, MMM	Management Member
4.	Prof. Ravi Patwardhan	Design Chair, MMCOA	Expert Member
5.	Prof. Shilpa Kshirsagar	Academic Coordinator, MMCOA	Teacher Member
6.	Prof. Preeti Joglekar	Assistant Professor, MMCOA	Teacher Member
7.	Prof. Prajakta Thamke	Assistant Professor, MMCOA	Teacher Member
8.	Prof. Aparna Panganti	Assistant Professor, MMCOA	Teacher Member
9.	Mr. Anil Gaikwad	Office Superintendent, MMCOA	Administration Member
10.	Mrs. Dhanashree Ghare	Educational Psychologist	Local Society Nominee
11.	Mr. Shreyans Umrani	President Student Council Representative, MMCOA	Student Nominee
12.	Ar. Vinod Dusia	Alumnus/Practicing Architect	Alumni Nominee
13.	Ar. Girish Doshi	Design Chair, MMCOA	Employer Nominee
14.	Ar. Parag Deshpande	Practicing Architect (Industrialist)	Parent Nominee
15.	Dr. Jyoti Jain Tholiya	Associate Professor, MMCOA	IQAC Coordinator

The meeting was started by Dr. Jyoti Jain Tholiya, the IQAC coordinator, who welcomed all the honorable members of the IQAC present in the meeting.

The following businesses were transacted in the meeting.

**Subject No.1**

To review and approve the minutes from the previous IQAC meeting held on July 31, 2023.





**Resolution No.1**

The minutes of the previous IQAC meeting held on July 31, 2023, were already circulated to all committee members. The minutes of the meeting were read by the IQAC Coordinator, Dr. Jyoti Jain Tholiya.

*"Resolved that the minutes of the previous meeting of 31.07.2023 as circulated to the members were read and confirmed."*

Proposed by : Dr. Jyoti Jain Tholiya

Seconded by : Shri. K. H. Mungale

***Resolution passed unanimously.***

**Subject No.2.**

To discuss the actions taken from the previous IQAC meeting held on July 31, 2023.

**Resolution No.2**

The action taken report of the previous IQAC Committee Meeting held on July 31, 2023, was read by the IQAC Coordinator, Dr. Jyoti Jain Tholiya. The action taken report was noted and approved by the Committee members.

*"Resolved that the action taken report of the previous meeting held on 31.07.2023 were read and approved."*

Proposed by : Dr. Jyoti Jain Tholiya

Seconded by : Prof. Aniruddha Jogalekar

***Resolution passed unanimously.***

**Subject No.3**

To address the vacancies within the IQAC Committee and appoint new members.

**Resolution No.3**

The IQAC Coordinator addressed the need to fill the vacant positions on the IQAC Committee. It was agreed to appoint the following members effective immediately: 1. Prof. Aniruddha Jogalekar, Principal – Chairperson, 2. Prof. Shilpa Kshirsagar, Academic Coordinator – Teacher Member, 3. Shreyans Umrani, President Council Representative – Student Member, 4. Ar. Parag Deshpande, Practicing Architect (Industrialist) – Parent Nominee. The proposed composition was read and unanimously approved by the Committee.

Proposed by : Dr. Jyoti Jain Tholiya

Seconded by : Shri. K. H. Mungale

***Resolution passed unanimously.***





**Subject No.4**

To analyze Feedback collected and Action Taken in the Term-I of Academic Year 2023-24.

**Resolution No.4**

Dr. Jyoti Jain Tholiya, IQAC Coordinator, shared the analysis of Feedback collected from various Stakeholders and Action Taken based on the Feedback. The Action Taken report was noted and approved by the Committee.

Proposed by : Dr. Jyoti Jain Tholiya  
Seconded by : Prof. Aniruddha Jogalekar  
*Resolution passed unanimously.*

**Subject No.5**

To assess the quality-related institutional processes during Term I of the academic year 2023-24.

**Resolution No.5**

Dr. Jyoti Jain Tholiya, the IQAC coordinator, reviewed various quality-related institutional processes and assessed the performance of the Academic, Co-curricular, and Extracurricular programs conducted during Term I of the Academic Year 2023-24. She also outlined plans for upcoming Academic, Co-curricular, and Extracurricular programs for Term II.

Proposed by : Dr. Jyoti Jain Tholiya  
Seconded by : Prof. Aniruddha Jogalekar  
*Resolution passed unanimously.*

**Subject No.6**

To recommend quality measures for implementation in Term II of the academic year 2023-24.

**Resolution No.6**

The IQAC coordinators proposed several quality measures to be implemented in Term II of the Academic Year 2023-24, focusing on teaching, learning, evaluation, research, innovation, extension, student support, and faculty welfare.

Proposed by : Dr. Jyoti Jain Tholiya  
Seconded by : Prof. Anniruddha Jogalekar  
*Resolution passed unanimously.*

**Subject No.7**

To evaluate the completion of the Annual Quality Assurance Report (AQAR) for the academic year 2022-23.





**MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE**

**ACADEMIC YEAR 2023-2024**

**Resolution No.7**

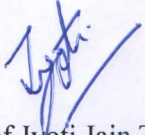
Dr. Jyoti Jain Tholiya evaluated the completion of the Annual Quality Assurance Report (AQAR) for the Academic Year 2022-23 and suggested that the data are ready to be submitted.


Proposed by : Prof. Jyoti Jain Tholiya  
Seconded by : Prof. Aniruddha Jogalekar  
*Resolution passed unanimously.*

The IQAC Meeting was concluded with thanks to all the members of IQAC.



Place : Pune -411004  
Date : 10/01/2024

  
Prof Jyoti Jain Tholiya  
IQAC coordinator

  
Prof. Aniruddha Jogalekar  
Principal & Chairperson of IQAC



**MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE****ACADEMIC YEAR 2023-2024****Internal Quality Assurance Cell (IQAC) Meeting Attendance Sheet**

The Second Internal Quality Assurance Cell (IQAC) meeting for the Academic Year 2023-2024 was held on Wednesday, Jan 10, 2024, in the Seminar Hall, 1st floor, MMCOA at 2.00 p.m.

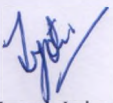
The following members were present for the meeting.

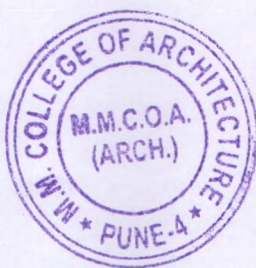
Sr. No.	Name	Designation	IQAC Committee Designation	Signature
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2.	Prin. B. G. Jadhav	Executive President, MMM	Management Member	
3.	Mr. Kishor Mungale	Secretary, MMM	Management Member	
4.	Prof. Ravi Patwardhan	Design Chair, MMCOA	Expert Member	
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15.	Dr. Jyoti Jain Tholiya	Associate Professor, MMCOA	IQAC Coordinator	

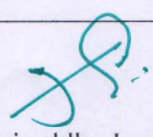


**MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE****ACADEMIC YEAR 2023-2024****Action Taken Report of IQAC Meeting held on 10<sup>th</sup> Jan 2024**

Sr. No.	Minutes Discussed	The recommendations by the IQAC committee	Action Taken
1.	To address the vacancies within the IQAC Committee and appoint new members.	The IQAC Coordinator highlighted the need to fill vacant positions on the IQAC Committee.	The following members were appointed with immediate effect: <ul style="list-style-type: none"><li>• Prof. Aniruddha Jogalekar, Principal – Chairperson</li><li>• Prof. Shilpa Kshirsagar, Academic Coordinator – Teacher Member</li><li>• Shreyans Umrani, President, Student Council – Student Member</li><li>• Ar. Parag Deshpande, Practicing Architect – Parent Nominee</li></ul>
2.	To analyze the feedback collected and actions taken during Term I of the academic year 2023-24.	The IQAC directed various committees to analyze feedback collected from stakeholders during Term I of the academic year 2023-24.	All committee/portfolio heads submitted their feedback analysis reports to the IQAC. Based on the findings, the IQAC proposed several reforms to address the concerns and suggestions raised.
3.	To recommend quality measures for implementation in Term II of the academic year 2023-24.	To enhance operational efficiency, the IQAC recommended reforms to the college's working schedule:	College working hours/days for Teaching and Non-Teaching faculty members got changed. <ul style="list-style-type: none"><li>• The 1st and 3rd Saturdays will be designated as non-working days.</li><li>• The 2nd, 4th, and 5th Saturdays will remain working days for both teaching and non-teaching staff.</li></ul> These changes aim to optimize the quality of academic and administrative engagements.
4.	To evaluate the completion of the Annual Quality Assurance Report (AQAR) for the academic year 2022-23.	IQAC to review all the criteria work and check the completeness of AQAR-2022-23.	The IQAC reviewed all criteria-related work to ensure the completeness and timely submission of the Annual Quality Assurance Report (AQAR) for the academic year 2022-23.

  
Dr. Jyoti Jain Tholiya  
IQAC coordinator



  
Ar. Aniruddha Jogalekar  
Principal & Chairperson of IQAC