



MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE
DECCAN, PUNE

IQAC MOM AY 2021-2022

4th Meeting – 31st May 2022



Meeting of Internal Quality Assurance Cell (IQAC)

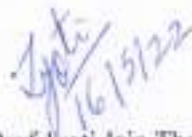
The fourth meeting of the Internal Quality Assurance Cell- MMCOA (IQAC) for the Academic Year 2021-2022 is scheduled for May 31, 2022, in the Conference Room at 11.00 a.m. All Members are requested to be present for the meeting at a given time.


Day & Date of Meeting : Tuesday, 31st May 2022
Time : 11.00 A.M
Venue : Conference Room,
Marathwada Mitra Mandal
Central Office, 302/A, Deccan Gymkhana,
Pune- 411 004

Proposed Agenda for Internal Quality Assurance Cell (IQAC) Meeting

Sr. No.	Agenda Points
1.	To read and confirm the minutes of the previous IQAC Committee meeting held on 08.02.2022.
2.	To know the action taken report of the previous Internal Quality Assurance Cell (IQAC) committee meeting held on 08.02.2022.
3.	To amend the IQAC Committee as per the new Academic Year requirement.
4.	To analyze feedback collected from various stakeholders during the AY 2021-22.
5.	To suggest new measures, courses & programs under IQAC to be conducted in the Academic Year 2022-2023.
6.	To discuss professional development and administrative training programs to be organized for teaching and non-teaching staff for the next Academic Year 2022-23.
7.	To discuss the innovative practices to be followed in the teaching and learning process.
8.	To discuss the development and maintenance of institutional digital databases to maintain and enhance institutional quality.
9.	Any other subject with the permission of Chair.

Place : Pune -411004
Date : 16/05/2022


Prof. Jyoti Jain Tholiya
IQAC coordinator


Dr. Ujjwala Palsuley
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, May 31, 2022

Sr. No.	Name	Designation	IQAC Committee Designation	Signature
1	Dr. Ujjwala Palsuley	Principal, MMCOA	Chairperson	
2	Prin. B. G. Jadhav	Executive President, MMM	Member	
3	Mr. Kishor Mungale	Secretary, MMM	Member	
4	Ar. Girish Doshi	Design Chair, MMCOA	Expert Member	
5	Prof. Ravi Patwardhan	Design Chair, MMCOA	Member	
6	Ar. Atul Rajwade	Parent/Alumnus/Practicing Architect	Member	
7	Ar. Vinod Dusia	Alumnus/Practicing Architect	Member	
8	Prof. Aniruddha Jogalekar	Academic Coordinator, MMCOA	Member	
9	Prof. Kirti Sagaonkar	Associate Professor, MMCOA	Member	
10	Prof. Keerti Mishra	Assistant Professor, MMCOA	Member	
11	Prof. Chinmay Satbhai	Assistant Professor, MMCOA	Member	-
12	Mrs. Dhanashree Ghare	Educational Psychologist	Expert Member	
13	Mr. Anil Gaikwad	Office Superintendent, MMCOA	Member	
14	Ms. Payal Bhutada	President Student Council, MMCOA	Member	
15	Prof. Jyoti Jain Tholiya	Associate Professor, MMCOA	IQAC Coordinator	



Minutes of the Internal Quality Assurance Cell (IQAC) Meeting 31st May 2022

The fourth meeting of the Internal Quality Assurance Committee of Marathwada Mitra Mandal's College of Architecture was held on Tuesday, 31st May 2022 at the Conference Room of Marathwada Mitra Mandal, 302/A, Deccan Gymkhana, Pune - 411004, to transact the business according to the previously circulated meeting notice and agenda dated 15/05/2022. The notice and agenda of today's meeting were already sent to all committee members well within the time.

The IQAC coordinator Prof Jyoti Jain Tholiya welcomed all the honorable members of the Internal Quality Assurance Committee for sparing valuable time for this meeting. The meeting was started under the chair of Principal Dr. Ujjwala Palsuley.

The following members were present for the meeting.

Sr. No.	Name	Designation	IQAC Committee Designation
1	Dr. Ujjwala Palsuley	Principal, MMCOA	Chairperson
2	Prin. B. G. Jadhav	Executive President, MMM	Member
3	Mr. Kishor Mungale	Secretary, MMM	Member
4	Ar. Girish Doshi	Design Chair, MMCOA	Expert Member
5	Prof. Ravi Patwardhan	Design Chair, MMCOA	Member
6	Ar. Atul Rajwade	Parent/Alumnus/Practicing Architect	Member
7	Ar. Vinod Dusia	Alumnus/Practicing Architect	Member
8	Prof. Aniruddha Jogalekar	Academic Coordinator, MMCOA	Member
9	Prof. Kirti Sagaonkar	Associate Professor, MMCOA	Member
10	Prof. Keerti Mishra	Assistant Professor, MMCOA	Member
11	Prof. Chinmay Satbhai	Assistant Professor, MMCOA	Member
12	Mrs. Dhanashree Ghare	Educational Psychologist	Expert Member
13	Mr. Anil Gaikwad	Office Superintendent, MMCOA	Member
14	Ms. Payal Bhutada	President, Student Council, MMCOA	Member
15	Prof. Jyoti Jain Tholiya	Associate Professor, MMCOA	IQAC Coordinator



The following businesses were transacted in the meeting.

Subject No.1

To read and confirm the minutes of the previous IQAC Committee meeting held on 08.02.2022.

Resolution No.1

The minutes of the previous IQAC Committee meeting held on 08.02.2022, were already circulated to all committee members. The minutes of the meeting were read by the Principal and Chairperson of IQAC Dr.UjjwalaPalsuley.

"Resolved that the minutes of the previous meeting of 08.02.2022 as circulated to the members were read and confirmed."

Proposed by : Dr. UjjwalaPalsuley

Seconded by : Prin. B. G. Jadhav

The resolution passed unanimously.

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

Subject No.2

To know the action taken report of the previous Internal Quality Assurance Cell (IQAC) committee meeting held on 08.02.2022

Resolution No.2

The action taken report of the previous Internal Quality Assurance Cell (IQAC) Committee Meeting held on 08.02.2022 was read by IQAC coordinator Prof. Jyoti Jain Tholiya. The action taken report was noted and approved by the Committee.

"Resolved that the action taken report of the previous meeting of 08.02.2022 were read and approved."

Proposed by : Prof. Jyoti Jain Tholiya

Seconded by : Prof. Aniruddha Jogalekar

The resolution passed unanimously.

Subject No.3

To amend the IQAC Committee as per the new Academic Year requirement.

Resolution No.3

Dr. UjjwalaPalsuley recommended amending the composition of IQAC as per the new Academic Year requirement.

Proposed by : Dr. UjjwalaPalsuley

Seconded by : Prof. Jyoti Jain Tholiya

The resolution passed unanimously.



Subject No.4

To analyse Feedback collected from various Stakeholders during the AY 2021-22.

Resolution No.4

IQAC, coordinator, Prof. Jyoti Jain Tholiya collected Feedback taken under the various portfolios and committees and analyzed it for further improvements.

Proposed by : Dr. UjjwalaPalsuley
Seconded by : Prof. Jyoti Jain Tholiya
The resolution passed unanimously.

Subject No.5

To suggest new measures, courses & programs under IQAC to be conducted in the Academic Year 2022-2023.

Resolution No.5

Dr. UjjwalaPalsuley suggested various significant courses & programs to be implemented under IQAC to be conducted in the Academic Year 2022-2023.

Proposed by : Dr. UjjwalaPalsuley
Seconded by : Prof. Jyoti Jain Tholiya
The resolution passed unanimously.

Subject No.6

To discuss professional development and administrative training programs to be organized for teaching and non-teaching staff for the next Academic Year 2022-23.

Resolution No.6

Prof. Jyoti Jain Tholiya suggested various professional development and administrative training programs to be organized for teaching and non-teaching staff for the next Academic Year 2022-23.

Proposed by : Prof. Jyoti Jain Tholiya
Seconded by : Prof. Aniruddha Jogalekar
The resolution passed unanimously.

Subject No. 7

To discuss the innovative practices to be followed in the teaching and learning process.

Resolution No. 7



MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE

ACADEMIC YEAR 2021-2022

Prof. Keerti Mishra suggested various modern methods to follow in teaching and learning process.

Proposed by : Prof. Keerti Mishra
Seconded by : Dr. Ujjwala Palsuley
The resolution passed unanimously.

Subject No. 8

To discuss development and maintenance of institutional digital database for the purpose of maintaining and enhancing institutional quality.

Resolution No. 8

Prof. Chinmay Satbhai suggested various systems to maintenance of institutional digital database for the purpose of maintaining and enhancing institutional quality .

Proposed by : Prof. Keerti Mishra
Seconded by : Dr. Ujjwala Palsuley
The resolution passed unanimously.

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

Place : Pune -411004
Date : 08/02/2022


Prof Jyoti Jain Tholiya
IQAC coordinator


Dr. Ujjwala Palsuley
Principal & Chairperson of IQAC



Internal Quality Assurance Cell (IQAC) Meeting Attendance Sheet

The 4th Internal Quality Assurance Cell (IQAC) meeting for the Academic Year 2021-2022 was held on **Tuesday, May 31, 2022**, in the Conference Room, MMCOA at 11.00 a.m.

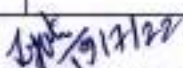
Following members were present for the meeting.

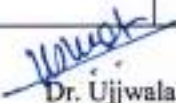
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13	Mr. Anil Gaikwad	Office Superintendent, MMCOA	Member	
14	Ms. Payal Bhutada	President, Student Council, MMCOA	Member	
15	Prof. Jyoti Jain Tholiya	Associate Professor, MMCOA	IQAC Coordinator	



Action Taken Report of the 4th IQAC Meeting held on May 31, 2022

Sr. No.	Minutes Discussed	The recommendations by the IQAC committee	Action Taken
1.	Amendment to the IQAC Committee as per the new Academic Year requirement.	It was recommended to amend the IQAC Committee as per the new Academic Year requirement.	The resolution passed unanimously.
2.	Analyzed Feedback collected from various stakeholders during the AY 2021-22.	IQAC directed various committees to analyze Feedback collected from various stakeholders during the AY 2021-22.	All the committee/Portfolio Heads submitted the report of Feedback analysis to IQAC. Based on feedback analysis various reforms were suggested by IQAC.
3.	Suggested new measures, courses & programs under IQAC to be conducted in the Academic Year 2022-2023.	IQAC directed Academic Committee to reform Academic Calendar in terms of years consolidated schedule of submissions for the entire semester.	The academic Coordinator restructured the Academic Calendar and prepared Year wise consolidated planner.
4.	Discussed professional development and administrative training programs to be organized for teaching and non-teaching staff for the next Academic Year 2022-23.	IQAC suggested organizing professional development and administrative training programs based on Feedback analysis for quality improvement for teaching and non-teaching staff for the next Academic Year 2022-23.	Faculty Welfare Committee proposed various professional development and administrative training programs to be conducted in the AY 2022-23. The proposal has been approved. Many faculty members attended Programmes (FDP) conducted outside at the beginning of the semester. All teachers were provided with financial support to attend FDPs.


Prof. Jyoti Jain Tholiya
IQAC coordinator


Dr. Ujjwala Palsuley
Principal & Chairperson of IQAC



MARATHWADA MITRA MANDAL'S COLLEGE OF ARCHITECTURE, PUNE

ACADEMIC YEAR 2021-2022

Sr. No.	Minutes Discussed	The recommendations by the IQAC committee	Action Taken
5.	Discussed the possibilities of innovative practices to follow in the teaching and learning process.	IQAC-directed Academic Committee to prepare activities for the coming AY 2022-23	Academic Coordinators conducted a meeting at the beginning of the AY 2022-23 and collected Teaching Plans, Course Learning Objectives, and Assignment briefs aligned with Program Objectives and Teaching Methodology to be adopted for the next AY 2022-23.
6.	Discussed the development and maintenance of an institutional digital database to maintain and enhance institutional quality.	IQAC directed the IT Infrastructure department for the maintenance of the institutional digital database.	IT Infrastructure Department instructed all faculty members on data archival including identification of records that are to be maintained permanently or for any other shorter period, deciding whether to archive or free up space.

Jyoti
19/7/22
Prof Jyoti Jain Tholiya
IQAC coordinator

Ujjwala
Dr. Ujjwala Palsuley
Principal & Chairperson of IQAC