

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of meeting

The IQAC cell was set up on the 4th of April 2018 at 11.00 am in a meeting held in the Principal's cabin of Marathwada Mitramandal's college of Architecture. The meeting was chaired by the Dr Supriya Nene, Principal MMCOA and other senior faculty and the NAAC Coordinator Dr Avanti Bambawale.

Preamble:

In pursuance of MMCOA's Action Plan, for performance evaluation, assessment and accreditation and Quality in higher education being the focus, there was a need to stimulate the academic environment for promotion of quality of teaching-learning and research in the Institution. In a meeting held on 2nd December 2017 between Principal and Management Dr Avanti Bambawale was appointed the NAAC coordinator to handle all the requirements of NAAC Process.

The IQAC cell was initiated with the view, to encourage self-evaluation, accountability, autonomy and innovations in architectural education. Collaboration with other stakeholders in the field of architecture and education for quality evaluation, promotion and sustenance. On the 2nd of April a meeting between the Principal Dr Supriya Nene and Marathwada Mitra Mandal it was decided to formulate the IQAC Committee and appoint Ar Harshada Bramhe as the IQAC Coordinator.

COMPOSITION OF IQAC COMMITTEE

| Sr no. | Designation | Name |
|--------|-----------------------------------|-----------------------|
| 1 | Chairperson : Head of Institution | Dr. Supriya Nene |
| 2 | Office Superintendent | Mr. Subhash Kibe |
| 3 | Secretary | Mr. Kishor Mungale |
| 4 | Advisor | CCBA Associates |
| 5 | Architect and Academician | Ar Girish Doshi |
| 6 | Alumnus | Ar .Vinod Dusia |
| 7 | Academic Coordinator | Ar. Ravi Patwardhan |
| 8 | IQAC Coordinator | Ar .Harshada Bramhe |
| 9 | NAAC Coordinator | Dr. Avanti Bambawale |
| 10 | Criteria Head | Ar. Shubhangi Shirole |
| 11 | Criteria Head | Ar .Preeti Joglekar |
| 12 | Criteria Head | Ar .Kirti Sagaonkar |
| 13 | Criteria Head | Mrs. Manjusha Wagh |
| 14 | Criteria Head | Ar. Arti Patil |



1. The reasons to establish an IQAC cell were discussed and explained to all the members.

- Quality assurance is a by-product of ongoing efforts to define the objectives of an institution and for this, a work plan needs to be set by the institution that would periodically check and evaluate the degree to which this work was getting done.
- The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards.
- In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.
- The composition of the IQAC would help the college in planning and monitoring the academic and administrative activities. IQAC would give stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities.
- Maharashtra Public University Act (MPUA NO. VI of 2017) has come in force on 11/1/2017, replacing the Maharashtra University Act 1994. Under Section 95 of the act, an Internal Quality Assurance committee (IQAC) is required to be established. Accordingly this committee has been set up.
- The guideline on the composition of this committee has been stated by NAAC in their manual, on the basis of which this committee has been formulated. (Table No.1)
- Under the said section, it is stated that IQAC will function as per the guidelines of the UGC and state Government issued from time to time. The university shall monitor the functioning of the IQAC.
- The aims objectives as stated by NAAC for IQAC were read and discussed.

Objective

The Primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

Strategies

IQAC shall evolve mechanisms and procedures for:

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- b) The relevance and quality of academic and research programmes
- c) Equitable access to and affordability of academic programmes for various sections of society
- d) Optimization and integration of modern methods of teaching and learning
- e) The credibility of evaluation procedures
- f) Ensuring the adequacy, maintenance and functioning of the support structure and services
- g) Research sharing and networking with other institutions in India and abroad.



Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks / parameters for the various academic and administrative activities of the institution
- b) Dissemination of information on the various quality parameters of higher education
- c) Organization of workshops, seminars on quality related themes and promotion of quality circles
- d) Documentation of the various programmes / activities leading to quality improvement
- e) Acting as a nodal agency of the institution for quality-related activities
- f) Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

Benefits

IQAC will facilitate / contribute:

- a. To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture
- b. To the enhancement and integration among the various activities of the institution and institutionalize many good practices
- c. To provide a sound basis for decision-making to improve institutional functioning
- d. To act as a change agent in the institution
- e. To better internal communication.

2. Frequency of meetings

It was discussed and agreed by all that the members would make it possible to meet at least once in each semester for the half yearly and annual meeting of IQAC , and regular IQAC meetings will be attended by the members of MMCOA, which may be called a IQAC steering committee.

3. Periodic monitoring

It was also proposed by Dr. Supriya Nene and seconded by Ar. Harshada Bramhe that the progress and recommendations made by IQAC be monitored by the steering committee, by conducting meetings periodically as required from time to time. This resolution was passed unanimously.

During the Institutions visit, the NAAC PEER TEAM would interact with the IQAC to know the progress, functioning and the quality sustenance initiatives undertaken by them.

IQAC coordinator Ar Harshada Bramhe requested that in the month of May another IQAC meeting with all members, be conducted, in which a detailed presentation would be given on the various quality initiatives undertaken by IQAC for the academic year 2018- 19 and also the work progress report of NAAC SSR would be presented.

4. The meeting was concluded with a vote of thanks to Honorable President and all members for their valuable contribution in first meeting of IQAC.



Marathwada Mitra Mandal's
College of Architecture

ID No. : PU/PN/ARCH/065/(1985)
Affiliated to Pune University
Recognised by COA, AICTE, New Delhi



'येथे बहुतांचे हित'

302/A, Deccan Gymkhana,
Off F.C. Road, Near Gokhale Institute
Pune 411 004. M.S., India.
Tele : 020-25652689
Fax : 020-25655599 * Website : mmcapune.org
E-mail : mh10mmcoa@gmail.com

Ref.No.: MM/CA/2017-2018/6A Date: April 10, 2018

OFFICE ORDER

To,
Harshada Brahme
MMCA

Dear Madam,

You have been appointed as an IQAC [Internal Quality Assurance Cell] Coordinator with immediate effect till further orders.

Dr. Supriya Nene
Principal



Recd,
ABrahamhe
15/4.