The meeting of IQAC is scheduled to discuss the points mentioned in the agenda below. The details of the meeting:

Date: - 04/10/2004
Time: - 3.00 p.m.
Venue: - Board Room

All the members are requested to remain present for the meeting.

Agenda:-

1. Review of suggestions by NAAC Peer Team.

2. Preparation of five year plan (2004-05 to 2008-09) for the institution.
Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

The first IQAC meeting was held on 04/10/2004. The following work was transacted in this meeting.

- On behalf of The Vice Chancellor, the Principal thanked all the Faculty, Staff & Student for helping the university to get accredited to ‘A’ grade by NAAC.

- Discussion on the report of NAAC peer team & points pertaining to college were taken and discussed.

- To continue the good work and maintain high standards, the committee discussed on various activities to be undertaken for the next five academic years plan. A detail documents giving the details of five year plan to be prepared and submitted to the university office.

Coordinator

Copy to:

- All members of IQAC
- All HODs
- Library
- Director Sports
- Director R & D
- Training & Placement Office
- Coordinator Art Circle
The meeting of IQAC is scheduled to discuss the points mentioned in the agenda below. The details of the meeting:

Date: - 10/01/2005
Time: - 3.00 p.m.
Venue: - Board Room

All the members are requested to remain present for the meeting.

**Agenda:-**

1. Review of the previous meeting
2. Review (Odd semester) reports from the department
3. Discussion on Bio-Medical Engineering programme
4. Status of Industrial visit
5. Research Publication
6. Training programmes for faculty.
7. Status of Students Placement

**Coordinator**

IQAC
Bharati Vidyapeeth Deemed University
College of Engineering, Pune-43

Date: 11/01/2005

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

The IQAC meeting was held on 10/01/2005. The following work was transacted in this meeting. The following activities were taken up for discussion

Academic Activities:

- The committee reviewed the Academic record book and suggested modification to be included and also asked departments for further suggestions.

- The committee insisted on the faculty to use various teaching aids available to create a healthy teaching learning environment.

- Reviewed the New Course Biomedical engineering and confirm the adequacy of facilities

- The committee reviews the present status of the class test and asked for suggestions to improve the quality and content to achieve better performance from the students.

- Industrial visits: To improve the exposure to the students on various practical aspects and developments, the committee suggested increasing the industrial visits.

- The committee also insisted that the faculty undertake industrial training / Training programs to upgrade knowledge and improve teaching quality.
Research Activities:

- The committee suggested designing a systematic faculty development program.
- The committee suggests creating an environment in the institution to promote research culture amongst faculty. This will enhance the number of research publications in the college.
- Memorandum of Understanding with Universities/ Institutions/ industries needs to be undertaken for physical and human resource sharing and development.
- The committee suggested that the institution should develop contacts with National institutions and research organizations for mutual growth through Collaborative Research Projects
- The committee suggested the institution to explore more avenues for getting Research grants in all disciplines.

Extension Activities:

- The committee suggested to collect the recommendation from faculty members through heads of the respective departments for the purchase of books/ journals for the library.
- A calendar for continuing education programs may be prepared and accordingly Workshops/ Seminars/ Conferences in various departments need to be organized.
- It is suggested to remove the obsolescence and modernize the laboratories. Plan for purchase of equipments according to the syllabus and latest technologies may be prepared.
- Testing and Consultancy needs to be undertaken for generating revenue as well as it are also a good way of resource sharing and expertise.
• To promote all round growth the students should be encouraged to undertake co-curricular, extra-curricular and social relevant events for healthy peer interaction.

• The institute should identify diverse industries and associate to bring them for campus interview for increasing students Placement.

• The committee recommended that more number of students get financial assistance to deserving students.

• The committee suggests institution to identify the infrastructure requirements and plan for new constructions / renovations as required.

Coordinator

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• Library

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• Director R & D

• Training & Placement Office

• Coordinator Art Circle
The review meeting of IQAC is scheduled to consolidate the year’s performance. The details of the meeting:

Date: - 21/04/2005
Time: - 3.00 p.m.
Venue: - Board Room

All the members are requested to remain present for the meeting.

Agenda:-

- Review and analysis of the consolidated data provided by the coordinator from Annual reports of the department

- Discussion on AQAR for 2004-05.

- Planning for Academic year 2005-06.

Coordinator
IQAC
Internal Quality Assurance Cell (IQAC)

Minutes of Review Meeting

The IQAC review meeting for academic year 2004-05 held on 22/04/2005.

The following activities were taken up for discussion:

- The committee reviewed and analyzed the outcomes of the previous meetings / actions taken / initiated through the highlights of the institution for the academic year 2004-05 provided by the coordinator.
- The committee reviewed and approved AQAR for academic year 2004-05 prepared by the IQAC.
- The committee suggested various areas for consideration and approved the academic year plan for academic year 2005-06.
  - Research activities and patents
  - Internet facility
  - Training and placement of students
  - Encourage the students to appear for competitive examinations.
  - Increase industrial visits

The committee requested the Coordinator to submit the approved copy of AQAR for the academic year 2004-05, Review report of 2004-05 and Plan of Action for 2005-06 to the IQAC of the University for Further Action.

Coordinator

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