

Vidya Prasarak Mandal's College Of Engineering Thane

Internal Quality Assurance Cell (IQAC)

Minutes of the 2nd IQAC Meeting

Date: 19th April 2025

Time: 10 am **Venue:** Vaze hall Ground floor

Members Present:

- Dr. [D.K Nayak, Chairperson & Principal
- Mrs R.U.Patil, Coordinator, IQAC
- Dr (Mrs) Usha Raghavan, Member
- Dr (Mrs) K.S.Agash, Member
- Mr.T.V.Mohite Patil, Member
- Mrs S.K Shukla Member
- Mrs V A Joshi Member
- Mrs S D Khandagale Member
- Mrs G A Pujare Member
- Mrs R G Tendulkar Member
- Mrs R O Kambli Member

Agenda:

- Welcome address & minutes of last meeting
 - Discussion on quality enhancement initiatives
 - Action plan for result improvement
 - Any other matter with the permission of the Chair
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Minutes:

1. Welcome Address & Confirmation of Minutes of Last Meeting

The meeting commenced with a warm welcome by the IQAC Coordinator, Mrs R U Patil. The minutes of the previous meeting were read and confirmed by all members.

2. Discussion on Quality Enhancement Initiatives

- The committee discussed various strategies to enhance the academic quality of the institution.
- Key suggestions included:
 - Increasing Doubt solving session
 - Increased use of ICT tools in classroom teaching.
 - Regular feedback collection from Students
 - Strengthening of mentor-mentee systems for better student support.

3. Action Plan for Result Improvement

- Departments were advised to identify slow learners and provide remedial coaching.
- Encouragement for student peer mentoring , group study
- Increasing writing skills
- Regular internal assessment and progress tracking mechanisms to be strengthened.
- Counseling sessions to motivate students and address academic stress.

4. Any Other Matter with the Permission of the Chair

- The Chair permitted discussion on document preparation. Members discussed the timeline for document submission and data verification.
- **Reconstitution of IQAC committee as per guidelines for IQAC by NAAC from next academic year 2025-26 .**
- The need to update the institutional website with IQAC activities and reports was also emphasized.

Conclusion

The meeting concluded with a concluding remarks by Dr D.K Nayak appreciating the active participation of all members and reaffirming the commitment to continuous improvement in quality. **A Decision was made to reconstitute IQAC committee as per guideline for IQAC by NAAC from next academic year 2025-26 .**

Next Meeting: Tentatively scheduled for July 2025

Prepared by:

Mrs R.U.Patil, Coordinator
21 April 2025

Approved by:

Dr. D,K Nayak Principal & Chairperson, IQAC