

— Meeting No - 2 —

— Agenda —

Date :- 10th May 2019      Venue :- Board Room  
Day :- Friday                      Time :- 10 AM

- 1) To discuss & review quality initiatives mentioned in last meeting.
- 2) To discuss on actions taken with respect to points as decided in last meeting.
- 3) To learn from the expert advice with respect to first cycle of NAAC accreditation.
- 4) To plan next academic year initiatives for quality improvement.
- 5) To decide the date of next meeting of J.O.A.C as per new norms of its constitution as required by NAAC / NBA.



## MINUTES OF MEETING

2

### ACTION TAKEN REPORT ON PREVIOUS MEETING

- As discussed in previous meeting the Action taken report is as below :-
- (i) Major culture change was initiated where faculty and staff were called early and flexible but disciplined schedules were maintained.
  - (ii) Students Home visits to over 16 first and second year students were conducted. In these visits student's performance was explained to parents by the mentor and further suggestions for gradual improvements were discussed.
  - (iii) MoUs and collaborations were strengthened and activities in form of extension services were initiated this year.
  - (iv) ISO and Green Audit was completed. Along with this permanent affiliation with affiliated Pune University was achieved.
  - (v) Development of LMS was done through local vendor. It was used in teaching and learning. The feedback was analysed and improvements have been noted.
  - (vi) Development of website has been done from experts at Pune. AK Services has developed a full fledged website - vibrant & Dynamic.

(vii) Alumni Meet, Parent Meet, Meet with Cooperates has been done prior to NAAC visit of Peer team.

(viii) University Representative and DTE - Maharashtra representative visited our Institute on occasion of NAAC visit of peer team.

(ix) Complete repainting, renovation and new boards were placed prior to NAAC Peer Team visit making our campus beautiful and eco-friendly.

(x) Two xpdC - NAAC trainings from experts were arranged for all faculty and staff members. We also visited Institutes in Pune and Karnataka to prepared faculty and staff for the NAAC visit and CSR submission was done timely.

(xi) Complete video-recording of NAAC peer team visits have been done. Also feedback in audio-video format have been maintained for all events at ATMS in this academic year.

(xii) We received B++ grade with 2.93 points in first cycle assessment. This performance was reviewed by management and external experts. They congratulated ATMS for this achievement. Suggestions of improvements have also been recorded.

2) The learnings from external experts mainly focus on strengthening the Training and Placement Cell and its activities. It is mentioned to improve Alumni industry connect.



## ↳ Initiatives for next academic year :-

(i) IQAC will be paperless and work will be done through emails.

(ii) Students' quality will be enhanced by use of media centre, blended courses, and flip learning methods.

(iii) E-Content development will be the focal point of teaching, learning process.

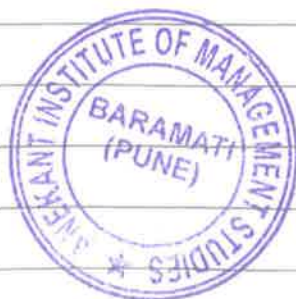
(iv) Student and faculty exchange programs will be initiated.

(v) E-Book publications in-house with ISBN numbers will be initiated. Also faculty will be encouraged to participate in conferences and publish papers in Scopus journals.

(vi) Enhancing quality work in events, internal AAA audit for quality enhancement.

↳ The next meeting will be scheduled within 3 months and review of the actions taken of decided initiatives will be done. For the next meeting new constitution of NAAC committee will be done as per norm of NAAC/NBA accreditation Agency.

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Dr. M. A. Maheshi  
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