

Shivajirao Kadam Institute of Technology & Management – Technical Campus

SKITM/IQAC/MoM-08

18/03/2021

MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) members and NAAC Criteria 2 and 3 coordinators was conducted on March 18, 2021 in Lab. No. 215 at 01:00 pm. The agenda is to discuss the progress of NAAC Criteria 2 and documentation of Criteria 3.

Members present:

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|--|------------------------------|
| 1. Dr. Amit Udawat, IQAC Coordinator | 10. Mr. Piyush Soni, CE |
| 2. Mr. Prashant Lakkadwala, Dean Academics | 11. Dr. Shilpi Mehta, MBA |
| 3. Dr. Rashmi Yadav, HOD ASH | 12. Mr. Jayesh Umre, CSE |
| 4. Dr. Vikram Rathore, ASH | 13. Ms. Deepa Vyas, CSE |
| 5. Dr. Manish Joshi, MBA | 14. Mr. Swapnil Waghela, CSE |
| 6. Mr. Brajesh Chaturvedi, CSE | 15. Mr. Umesh Gupta, ASH |
| 7. Dr. Chaitanya Singh, CSE | 16. Ms. Deepika Chouhan, CSE |
| 8. Ms. Sneha Nagar, ECE | 17. Mr. Ankush Katheria, ME |
| 9. Mr. Abhishek Rawat, ECE | 18. Mr. Vivek Shukla, ASH |
| | 19. Mr. Ritesh Rathore, ME |

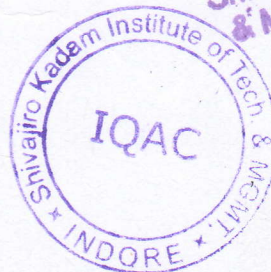
1. The remaining documentation for NAAC Criteria 1 and Criteria 2 must be completed by March 24, 2021.
2. An internal audit for the same will be done in each of the departments by IQAC members.
3. Record of students and faculties for the last five years must be collected from Admin section.
4. Feedback forms need to be collected for response evaluation.
5. The key indicators of NAAC Criteria 3 were discussed and guidelines for document preparation were issued.


Meeting is ended with vote of thanks.


Dr. Amit Udawat
IQAC Coordinator

Copy to

1. IQAC members
2. All HODs




Director
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